

A G E N D A

CITY OF HENDERSONVILLE CITY COUNCIL – REGULAR MEETING

JUNE 2, 2016 – 5:45 P.M.

Council Chambers – City Hall

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Public Comment Time:** *Up to 15 minutes is reserved for comments from the public for items not listed on the agenda*
- 4. Consideration of Agenda**
- 5. Consideration of Consent Agenda:** *These items are considered routine, noncontroversial in nature and are considered and approved by a single motion and vote.*
 - A. Consideration of Minutes:**
 - i. May 5, 2016 Regular Meeting**
 - ii. May 6, 2016 Special Meeting**
 - B. Consideration of Amendment to Job Description for the Assistant to the Manager**
 - C. Consideration of Budget Amendments (6)**
 - D. Consideration of Amendments to the Bylaws of the Walk of Fame Committee**
 - E. Consideration of Clerk's Certificate of Sufficiency for Voluntary Contiguous Annexation:**
 - i. Glassy Mountain Partners, LLC, 117 Spartan Heights**
 - ii. Cedar Terrace NC, LLC**
 - F. Consideration of Capital Project Ordinance for a Generator at the Wastewater Treatment Plant**
 - G. Consideration of Awarding a Contract to Trace and Company for Stormwater Improvements at 832 Fourth Avenue W.**
 - H. Consideration of a Special Event Permits for:**
 - i. 2016 Sidewalk Antique and Vintage Show**

ii. Hendersonville Historic 7th Avenue Criterium

- I. Consideration of Waiving the Competitive Bidding Process as provided in NCGS 143-129 to Replace Fire Engine 4, Approval of the Associated Capital Project Ordinance and a Resolution of Declaration of Official Intent to Reimburse

6. **Presentation of Proclamation for Pollinator Week to the Tree Board and Environmental Sustainability Board**
Presenter: Mayor Barbara Volk and Kim Bailey
7. **Public Hearing – Consideration of an Ordinance Adopting the Budget, Capital Improvement Plan and Fee Schedule for Fiscal Year 2016-17**
Presenter: City Manager John Connet
8. **Public Hearing – Consideration of a Request for Certificate of Public Convenience and Necessity**
Presenter: City Clerk Tammie Drake and Applicant Anthony Strickland
9. **Public Hearing – Consideration of an Application from Interfaith Assistance Ministries for the Rezoning of Parcel Number 9568-46-3926 Located at 210 Ehringhaus Street, from R-15 Medium Density Residential to R-6 High Density Residential**
Presenter: Development Assistance Director Susan Frady
10. **Presentation by the Walk of Fame Steering Committee**
Presenter: Mr. Tom Orr
11. **Consideration of Waiver of System Development Charges for the Health Sciences Center (Wingate Project)**
Presenter: City Manager John Connet
12. **Consideration of a Request from the Police Department to Fund Moving to a New Radio System**
Presenter: Police Chief Herbert Blake
13. **Comments from Mayor and City Council Members**
14. **Reports from Staff**
15. **Boards and Commissions: Consideration of Appointments, Announcement of Upcoming Vacancies**
Presenter: City Clerk Tammie Drake
16. **New Business**
17. **Closed Session – Employee Performance Evaluation**
18. **Adjourn**



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/23/2016

Presenter: John Connet

Date of Council Meeting to consider this item: 6/2/2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 05b

Brian Pahle continues to do an excellent job for the City of Hendersonville. He has taken on numerous task and has been very successful in each task. In addition, his level of responsibility continues to increase as he gains knowledge and experience. Based on these factors and our desire to allow Brian to grow in Hendersonville, I would like to reclassify his position to Assistant To the City Manager / Budget and Evaluation Director. This will be a department head level position.

Budget Impact: \$ TBD Is this expenditure approved in the current fiscal year budget? ☒ Yes If no, describe how it will be funded.

Funds have been allocated in the FY 16/17 Budget to cover the adjustment in salary in accordance with Personnel Policy.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move that the City Council approve the reclassification of the Assistant to the City Manager position.

Attachments:

Amended Job Description

ASSISTANT TO CITY MANAGER / BUDGET AND EVALUATION DIRECTOR

General Statement of Duties

Performs complex and difficult professional level management, leadership, budget, research, special projects, and administrative functions for the City: Represents the City Manager in specified situations as deemed appropriate.

Distinguishing Features of the Class

An employee in this class assists the City Manager with the development of the annual budget and with a variety of special and multi-departmental projects and represents the City at local and intergovernmental meetings. Duties include researching statutes and ordinances; meeting with employees and officials to research new and on-going programs; developing policies and programs; researching data and trends responding to citizen requests for information; following up on Council actions and questions; providing leadership on projects assigned; providing administrative support to special Commissions and Committees; organizing events; gathering information for budget; and representing the City with a wide variety of other governmental jurisdictions, citizens groups, community program, businesses, civic and other groups. The employee assists in management of the City in the Manager's absence. The employee serves as a member of the City's leadership team and works in concert with the manager to develop organizational values, principles, and climate conducive to organizational excellence. Work requires sensitivity to the needs of the total municipal organization, advising Council, citizens and City staff on a wide range of issues and programs, and use of sound judgment in maintaining confidentiality. Work is performed under the general supervision of the City Manager and is evaluated through periodic conferences, observation of results achieved, and review of records, reports, and files.

Duties and Responsibilities

Essential Duties and Tasks

Leads and directs the development of the annual budget and capital improvement plan.

Monitors departmental budgets on a monthly basis and recommends adjustments to the budget as necessary.

Coordinates and prepares any special research reports on a wide variety of functions and issues for the City; researches and drafts policies for consideration and implementation by the City Manager and the Council; evaluates and recommends various strategies for City functions, departments, and programs; engages in considerable problem-solving with City staff, citizens and others; coordinates inter-departmental projects.

Responds to a wide variety of citizen and employee issues and requests; conducts research as necessary and engages in problem-solving.

Researches and recommends statutes and ordinances for possible City adoption;

interprets, explains, and answers questions on City ordinances and policies for the public, news media, and City staff.

Represents the City in various settings and with various intergovernmental groups and officials; serves as liaison for the City with various civic and other groups, various cultural, regional, and community task forces and commissions, and others.

Serves as project manager for multi-department projects; coordinates the development of projects, reports, studies, grant proposals, and ordinances as requested by the Manager.

Plans and organizes long and short range goals with the Manager on special projects and public activities; represents the city at various meetings, study commissions and planning sessions.

Consults and advises department heads in areas of budget and fiscal management, ~~personnel~~ and staffing issues, purchasing and other administrative actions as requested.

Attends and participates in Council meetings; assists in follow up activities.

Responds to e-mails and information requests from manager, Council members and employees.

Provides technical advice and guidance to the Manager and Council; assists the City Manager in developing agenda items, background materials, and presentations for the governing body.

May supervise assigned departments or projects.

Additional Job Duties

Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge. Skills. and Abilities

Thorough knowledge of the theory, principles, and practices of public and municipal administration, and budget development and administration, and of the laws, rules, and regulations which apply to policies and practices in the municipal sector.

Thorough knowledge of the principles and practices of leadership and supervision including communications, motivations, performance coaching, conflict resolution, etc.

Thorough knowledge of the trends, legislation, policies, and regulations being required of municipal government.

Thorough knowledge of the organization's budgeting, personnel and purchasing policies and procedures.

Skill in meeting facilitation, problem-solving and collaborative conflict resolution. Extensive skill in computer usage.

Ability to work independently and to multi-task.

Ability to help develop long term plans and goals for the City and provide management with target dates, costs, and implementation strategies.

Ability to think and plan systemically and with innovation.

Ability to articulate the City's position on matters and recommend policy at the strategic level, and to draft policies with appropriate justification on and implementation strategies and procedures.

Ability to analyze facts, programs, trends, and costs and make recommendations, solve problems, and prepare comprehensive reports in oral and written forms.

Ability to communicate effectively with managers, other government officials, employees, and the general public.

Ability to maintain the confidentiality of activities and management discussions. Ability to supervise or coordinate the work of other staff.

Physical Requirements

Must be able to physically perform the basic life operational functions of fingering, talking and hearing.

Must be able to perform sedentary work exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects.

Must possess the visual acuity to analyze data and figures, operate a computer terminal and do extensive reading.

Desirable Education and Experience

Completion of a master's degree in public administration, finance /business or related area and experience in public sector management; or an equivalent combination of education and experience.

Special Requirement

NC Driver's License.

Compensation

Pay Grade 23

Exempt



CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

Submitted By: Brian Pahle

Department: Admin

Date Submitted: 05/25/16

Presenter: Brian Pahle

Date of Council Meeting to consider this item: 06/02/16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05c

Budget Amendments (6)

- 1. General Fund End-of-Year | Revenue and Expenditure Increase | \$125,000
- 2. Water/Sewer Fund End-of-Year | Revenue and Expenditure Increase | \$10,410
- 3. Downtown Fund End-of-Year | Revenue and Expenditure Increase | \$15,736
- 4. Water/Sewer Capital Project Ordinances
 - Water Sewer Fund | Revenue and Expenditure Decrease | \$3,875,220
 - Fund 401 | Revenue and Expenditure Decrease | \$2,653,020
 - Fund 415 | Revenue and Expenditure Decrease | \$97,200
 - Fund 425 | Revenue and Expenditure Decrease | \$1,125,000
- 5. Water/Sewer State Revolving Loan Funds
 - Water Sewer Fund | Revenue and Expenditure Increase | \$500,920
 - Fund 473 | Revenue and Expenditure Increase | \$172,391
 - Fund 474 | Revenue and Expenditure Increase | \$124,058
 - Fund 475 | Revenue and Expenditure Increase | \$144,550
- 6. Special Revenue Funds | Revenue and Expenditure Decreases
 - Fund 110 | \$1,396.39 Fund 115 | \$11,962.64 Fund 120 | \$1,959.58 Fund 130 | \$15,084.80
 - Fund 140 | \$3,077.43 Fund 150 | \$5,284.91 Fund 160 | \$3,133.94 Fund 190 | \$87,548.34

Budget Impact: \$ Described Above Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move to approve the six budget amendments as presented.

Attachments:
budget amendments

BUDGET AMENDMENTFUND: 10

ACCOUNT NUMBER		DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
ORG	OBJECT			
104140	519000	Professional Services	10,000.00	
104250	512100	Salaries & Wages-Reg.	1,800.00	
104250	518100	FICA Tax Expense	440.00	
104250	518200	Retirement Expense	525.00	
104250	518600	Worker's Comp. Ins.	500.00	
104510	512100	Salaries & Wages-Reg.	300.00	
104510	518100	Retirement Expense	800.00	
104510	518600	Worker's Comp. Ins.	7,500.00	
104760	518600	Worker's Comp. Ins.	1,500.00	
100030	423000	Sales & Use Tax	125,000.00	
100030	433500	Telecom Sales Tax		50,000.00
100090	499200	Fund Balance Approp.		51,635.00
		TOTAL EXP.	23,365.00	-
		TOTAL REV.	125,000.00	101,635.00
		TOTALS IN BALANCE	\$ 125,000.00	\$ 125,000.00

A year end budget amendment to clean up the General Fund budget. The most notable changes are to revenues, local sales and use tax and telecom sales tax. Sales and use tax continues to see substantial growth and the \$125,000 increase is a comfortable/conservative increase. The forecast estimates it could increase \$180,000 but that is a forecast and we would like to remain conservative with our amendment. Additionally, telecom sales tax continues to decrease as a result of "people cutting the chord with cable/phone service". This revenue source was projected to decline however, it is currently on pace to decline much further than the NCLM's original forecast. The sales and use tax increase covers this decrease, various small expenditure adjustments, in addition to, dropping the City's fund balance approp. by \$51,635 in the General Fund.



CITY MANAGER
Date: 5/24/16

APPROVED BY CITY COUNCIL:

DATE:

6/2/2016

BUDGET AMENDMENTFUND: 60

ACCOUNT NUMBER				
ORG	OBJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
604250	512100	Salaries & Wages-Reg.	150.00	
604250	518100	FICA Tax Expense	100.00	
604250	518200	Retirement Expense	160.00	
607110	519000	Prof. Services	3,000.00	
607113	512900	Salaries & Wages-P/T	2,500.00	
607123	518600	Worker's Comp. Ins.	3,000.00	
607134	518600	Worker's Comp. Ins.	1,500.00	
600050	452500	Water Sys Dev Charges	10,410.00	
		TOTAL EXP.	10,410.00	-
		TOTAL REV.	10,410.00	-
		TOTALS IN BALANCE	\$ 10,410.00	\$ 10,410.00

A year end budget amendment to clean up the Water/Sewer Fund budget. There are no major adjustments to highlight. Water System Development Charges came in higher than the budget and will be amended to cover the necessary increases in expenditures.



CITY MANAGER
Date: 5/24/16

APPROVED BY CITY COUNCIL:

DATE:

6/2/2016

BUDGET AMENDMENTFUND: 20

ACCOUNT NUMBER			INCREASE	DECREASE
ORG	OBJECT	DESCRIPTION OF ACCOUNT		
204750	512100	Salaries & Wages-Reg.	3,600.00	
204750	518100	FICA Tax Expense	100.00	
204750	518200	Retirement Expense	1,600.00	
204750	529900	Supplies & Materials	500.00	
204750	545600	Liab. & Prop. Ins.	100.00	
204750	549100	Dues & Subscriptions	500.00	
204750	575200	Bank Service Charges	250.00	
209910	599100	Contingencies	9,086.00	
204750	444310	Sponsorship/Donations	2,300.00	
204755	443215	Bearfootin' Bear Sales	12,351.00	
204755	444310	Sponsorship/Donations	1,085.00	
		TOTAL EXP.	15,736.00	-
		TOTAL REV.	15,736.00	-
		TOTALS IN BALANCE	\$ 15,736.00	\$ 15,736.00

A year end budget amendment to clean up the Downtown Fund budget. There are no major adjustments to highlight. Activity from the Bearfootin' special event came in higher than budgeted.



CITY MANAGER
Date: 5/24/16

APPROVED BY CITY COUNCIL:

DATE:

6/2/2016

BUDGET AMENDMENT

FUND: 60, 401, 415, & 425

ACCOUNT NUMBER		DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
ORG	OBJECT			
609900	999401	TRANSFER TO FLETCHER		2,653,020.00
609900	999415	TRANSFER TO RUGBY RD.		97,200.00
609900	999425	TRANSFER TO GRAVITY FILTER		1,125,000.00
600090	499200	FUND BALANCE APPROP.		3,875,220.00
		TOTAL EXP.	-	3,875,220.00
		TOTAL REV.	-	3,875,220.00
		TOTALS IN BALANCE	\$ 3,875,220.00	\$ 3,875,220.00
4010000	998060	TRANSFER IN FROM W&S		2,653,020.00
4010000	559850	CONST. CONTRACT		2,075,000.00
4010000	559900	CONTINGENCIES		315,000.00
4010000	519425	PROF. SVC. CONSTRUCT ADMIN.		249,000.00
4010000	557000	LAND, ROW, AND LAND IMP.		14,020.00
		TOTAL EXP.	-	2,653,020.00
		TOTAL REV.	-	2,653,020.00
		TOTALS IN BALANCE	\$ 2,653,020.00	\$ 2,653,020.00
4150000	519000	PROF. SERVICES		29,000.00
4150000	519425	PROF. SVC. CONSTRUCT ADMIN.		5,000.00
4150000	549750	PERMITS, LICENSE, & FEES		200.00
4150000	557000	LAND, ROW, AND LAND IMP.		63,000.00
4150000	998060	TRANSFER IN FROM W&S		97,200.00
		TOTAL EXP.	-	97,200.00
		TOTAL REV.	-	97,200.00
		TOTALS IN BALANCE	\$ 97,200.00	\$ 97,200.00
4250000	998060	TRANSFER IN FROM W&S		1,125,000.00
4250000	559850	CONST. CONTRACT		1,000,000.00
4250000	599100	CONTINGENCIES		100,000.00
4250000	519000	PROF. SERVICES		25,000.00
		TOTAL EXP.	-	1,125,000.00
		TOTAL REV.	-	1,125,000.00
		TOTALS IN BALANCE	\$ 1,125,000.00	\$ 1,125,000.00

As a result of an internal strategic priority meeting and the passage of the NC Connect Bond in the NCGA the W/S Fund recommends amending 3 of its Capital Project Ordinances (CPO). The amendments will return budget to the funds retained earnings, leave enough budget for project design, and allow flexibility when determining how the construction costs will be funded. If State grant or revolving loan funding is available the City may choose to utilize it rather than the W/S Fund's retained earnings. Additionally, the Rugby CPO will likely be included in the Fletcher project and we are recommending to dissolve its CPO, as it is no longer needed.



CITY MANAGER

Date: 5/24/16

APPROVED BY CITY COUNCIL:

DATE:

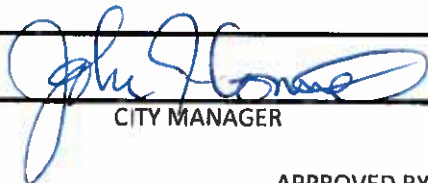
6/2/2016

BUDGET AMENDMENT

FUND: 60, 473, 474, & 475

ACCOUNT NUMBER		DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
ORG	OBJECT			
4739900	998060	TRANSFER IN FROM W&S	172,391.00	-
4737141	557000	LAND, ROW, AND LAND IMPR.	172,391.00	-
		TOTAL EXP.	172,391.00	-
		TOTAL REV.	172,391.00	-
		TOTALS IN BALANCE	\$ 172,391.00	\$ 172,391.00
4749900	998060	TRANSFER IN FROM W&S	124,058.00	-
4747141	557000	LAND, ROW, AND LAND IMPR.	124,058.00	-
		TOTAL EXP.	124,058.00	-
		TOTAL REV.	124,058.00	-
		TOTALS IN BALANCE	\$ 124,058.00	\$ 124,058.00
4759900	998060	TRANSFER IN FROM W&S	144,550.00	-
4757141	557000	LAND, ROW, AND LAND IMPR.	144,550.00	-
		TOTAL EXP.	144,550.00	-
		TOTAL REV.	144,550.00	-
		TOTALS IN BALANCE	\$ 144,550.00	\$ 144,550.00
609900	999473	TRANSFER TO WOLFEN	172,391.00	-
609900	999474	TRANSFER TO JACKSON	124,058.00	-
609900	999475	TRANSFER TO SHEP/ATKINSON	204,471.00	-
600090	499200	FUND BALANCE APPROP.	500,920.00	-
		TOTAL EXP.	500,920.00	-
		TOTAL REV.	500,920.00	-
		TOTALS IN BALANCE	\$ 500,920.00	\$ 500,920.00

When the three sewer project funds, Wolfpen, Jackson, and Shepherd/Atkinson, were originally budgeted they did not include funding for land/right of way acquisition. As a result, the projects went over budget and will require Water/Sewer funds to balance before the project can be closed. This amendment will provide that funding.



CITY MANAGER

Date:

3/24/16

APPROVED BY CITY COUNCIL:

DATE:

6/2/2016

BUDGET AMENDMENT

FUND: 110, 115, 120, 130, 140, 150, 160, 190

ACCOUNT NUMBER				
ORG	OBJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
1100000	434400	KOOZIE SALES		0.18
1100000	433900	MISC. INCOME	0.03	
1100000	499200	FUND BALANCE APPROP.	1,396.00	
1100000	521200	MOTOR UNIT CLOTHING & GEAR		737.75
1100000	529900	SUPPLIES & MATERIALS	736.57	
1100000	539400	TRAVEL	2.00	
1100000	998010	TRANSFER IN FROM GF		1.00
1150000	443230	POSTCARDS, MAPS, MISC. ITEMS	63.68	
1150000	443330	TOUR REVENUE		7,170.04
1150000	443900	MISC. INCOME		535.85
1150000	499200	FUND BALANCE APPROP.	1,348.00	
1150000	529900	SUPPLIES & MATERIALS	7,500.00	
1150000	536100	SIGNAGE/BANNERS EXPENSE		7,759.00
1150000	536200	TOUR EXPENSE		3,543.60
1150000	536300	DISTRICT IMPR. EXPENSE		564.17
1150000	575200	BANK SERVICE CHARGES	450.00	
1200000	443600	RAD CLASS FEE REV.	45.00	
1200000	529900	SUPPLIES & MATERIALS		1,414.58
1200000	599100	CONTINGENCIES		500.00
1300000	498207	DONATIONS/CONTRIBUTIONS	7,132.25	
1300000	499200	FUND BALANCE APPROP.		784.00
1300000	500005	SUPPLIES & MATERIALS	500.00	
1300000	529900	CONTINGENCIES		9,236.55
1400000	443240	FUNDRAISING	227.00	
1400000	499200	FUND BALANCE APPROP.		707.00
1400000	529900	SUPPLIES & MATERIALS		3,557.43
1500000	499200	FUND BALANCE APPROP.		130.00
1500000	521200	UNIFORMS		2,700.00
1500000	529900	SUPPLIES & MATERIALS		2,714.91
1600000	498207	DONATION/CONTRIBUTIONS	600.00	
1600000	529900	SUPPLIES & MATERIALS		2,533.94
1904320	431040	DRUG FORFEITURE REVENUES	15,069.83	
1904320	499200	FUND BALANCE APPROPRIATED	62,693.00	
1904320	529900	SUPPLIES & MATERIALS	6,585.17	
1904320	539400	TRAVEL	2,000.00	
1904320	539500	TRAINING	2,500.00	
1904320	552000	CAPITAL OUTLAY - EQUIPMENT		4,015.00
1904320	599100	CONTINGENCIES		7,000.00
1904330	431040	DRUG FORFEITURE REVENUES	3,479.40	
1904330	499200	FUND BALANCE APPROPRIATED	1,169.00	
1904330	529900	SUPPLIES & MATERIALS		1,707.28
1904330	599100	CONTINGENCIES		3,500.00

These special revenue funds were set-up three years ago but were not formally adopted by the City Council. When they were created there budget was out of balance. They were also put in the system as "Multi-Year" funds, when in reality a special revenue fund is a fiscal year fund and must be adopted each year. This amendment fixes all of the past inaccuracies with the funds and balances there budgets. They will be adopted as part of next years fiscal year budget and I will make specific notes so that future staff know these are not multi-year funds, even though that is how they show up in our database (Munis). We do not have the ability to change how they are set-up without completely doing away with them and starting over.

CITY MANAGER

Date:

APPROVED BY CITY COUNCIL:

DATE:

5/23/16
6/2/2016



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/23/2016

Presenter: John Connet

Date of Council Meeting to consider this item: 6/2/2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 05d

The Walk of Fame Committee has been meeting for several months and they have determined that it would be in their interest to clarify some of their responsibilities and membership. The attached amendment clarifies how a selection committee will be formed to select the award recipients. It also changes the City of Hendersonville's third appointment to specify that the City of Hendersonville Public Works Director or his designee will always be an ex officio member of the Committee. All the proposed changes are shown in red in the following document.

Budget Impact: \$ NA Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move that City Council approve amendments to Walk of Fame Charter

Attachments:

Amended Charter

WALK OF FAME STEERING COMMITTEE

CHARTER

The Walk of Fame Steering Committee is established to recognize outstanding contributors to the growth and development of Henderson County.

The duration of the committee shall be perpetual.

BYLAWS AND RULES OF PROCEDURE

Pursuant to the Henderson County Code, § 3-31. Bylaws of Boards or Committees. Bylaws drafted by any board of committee must be presented for approval by the Henderson County Board of Commissioners prior to adoption, unless otherwise provided by law.

I. NAME

Walk of Fame Steering Committee

II. PURPOSE

The purpose of this committee is to advise the Board of Commissioners and Hendersonville City Council on matters related to a Walk of Fame. The Committee shall act in the following manner:

- Determine the logistics of establishing a Walk of Fame in downtown Hendersonville. The Walk of Fame will recognize outstanding contributors to the growth and development of Henderson County.
- Identify the disciplines for which people would be recognized. For example: agriculture, education, cultural arts, industry, government, health care, commerce and special services.
- Establish the qualifications for recognition within each of the identified disciplines.
- **The Steering Committee, excluding ex-officio members, shall serve as the selection committee with up to three additional members selected from community on an annual basis.**
- Establish the means of recognition
- Identify a means of establishing sponsorships/funding mechanisms for expenses related to the project.

III. MEMBERSHIP

- a. The Walk of Fame Steering Committee shall be comprised of five (5) voting members. Two (2) appointed by the Board of Commissioners, two (2) appointed by the Hendersonville City Council. The City of Hendersonville Public Works Director or their designee shall serve as a voting Ex-Officio Member.
- b. Terms shall be for a length of three years. In order to establish a staggering of the terms, the initial expiration dates of the membership shall be as follows:
 - 1. Position 1 – June 30, 2018 (Hendersonville)
 - 2. Position 2 – June 30, 2017 (Henderson County)
 - 3. Position 3 – June 30, 2016 (Hendersonville)
 - 4. Position 4 – June 30, 2018 (Henderson County)
 - 5. Position 5 – June 30, 2017 (Hendersonville)
- c. Any vacancy on the Committee shall be filled at the earliest convenience by the appointing authority.
- d. Members missing three (3) consecutive regular meeting in a calendar year will be subject to an appointment review by the appointing authority to determine if removal of the member is necessary or not, in light of the circumstances that are existing at that time.
- e. If for any reason a member must be replaced, the replacement member shall serve for the remainder of the unfilled term of the departing member.

IV. MEETINGS AND VOTING

Meetings shall be held at the time and place determined by the Walk of Fame Committee. Special meetings may be requested by the Chairman, or by a majority vote of the Committee. Written or phone notice of such a meeting shall be given to members at least three days prior to the meeting.

A quorum shall consist of the majority of members present at a meeting, and shall be considered an act of the Walk of Fame Committee.

Each member is entitled to one vote, with voting governed by parliamentary procedure according to Robert's Rules of Order.

All meetings shall be open to the general public.

V. OFFICERS

The Chair will preside over all meetings and decide all points of order and procedure. The Chair will be the official spokesperson of the Walk of Fame Committee.

The Committee will elect a Chair, Vice-Chair and other officers as deemed necessary. The Vice-Chair will carry out the Chair's duties in case of absence, incapacity, or resignation.

No member shall receive any salary or compensation for his or her services.

VI. DUTIES OF THE MEMBERS

The Walk of Fame Steering Committee must work within the following parameters:

- a. North Carolina Open Meetings and Public Records Laws
- b. Projects must ultimately be approved by both the Board of Commissioners and Hendersonville City Council.

The Committee will report to the Board of Commissioners, and Hendersonville City Council.

The Chairman shall have general supervision and control of the business and affairs of the Committee. Minutes shall be kept at all meetings, and be provided to the appointing authority upon request.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: May 16, 2016

Presenter: Susan G. Frady

Date of Council Meeting to consider this item: 6/2/16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05ei

File # P16-12-ANX

The City of Hendersonville has received a petition from Glassy Mountain Partners, LLC for contiguous annexation of a portion of PIN 9577595432 that is approximately 0.36 acres. Please refer to the attached maps for additional information.

Attached is the Clerk's Certificate of Sufficiency finding that the petition is valid. The next step in the annexation process is to accept the Clerk's certificate and set a date for the public hearing on the question of adoption of an ordinance of annexation.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? ☐ N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to accept the City Clerk's Certificate of Sufficiency for the Glassy Mountain Partners, LLC petition and set July 7, 2016 as the date for public hearing.

Attachments:

Maps

CERTIFICATE OF SUFFICENCY

**RE: Petition for Contiguous Annexation
 Glassy Mountain Partners LLC, Petitioner
 File No. P16-12-ANX**

To the Honorable Mayor and members of the City Council of Hendersonville, North Carolina:

I, Tammie K. Drake, City Clerk, begin first duly sworn, hereby certify an investigation has been completed of the above referenced petition for the contiguous annexation of a portion of parcel, PIN 9577-59-5432 that is .36 acres, located on Spartan Heights Road.

A. According to the Development Assistance Department, the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b).

1. The petition follows the prescribed form.
2. The petition was signed by the owners of the subject property.
3. The subject property adjoins the present city limits line.

Having made the findings stated above, I hereby certify the petition for contiguous annexation presented by the Glassy Mountain Partners, LLC is valid.

In witness whereof, I have here unto set my hand and affixed the seal of the City of Hendersonville, this 16 day of MAY, 2016.

Tammie K. Drake
Tammie K. Drake, MMC, City Clerk



Glassy Mountain Partners, LLC Annexation Petition



Area of Annexation Petition
Approximately 0.36 acres



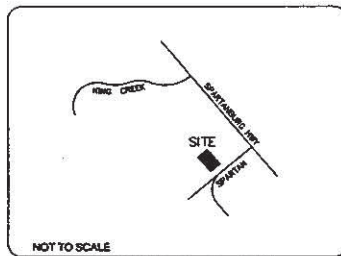
170 85 0 170 Feet



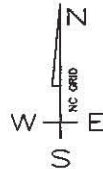
City of Hendersonville
May 2016

 Subject Parcel
 Hendersonville Boundary

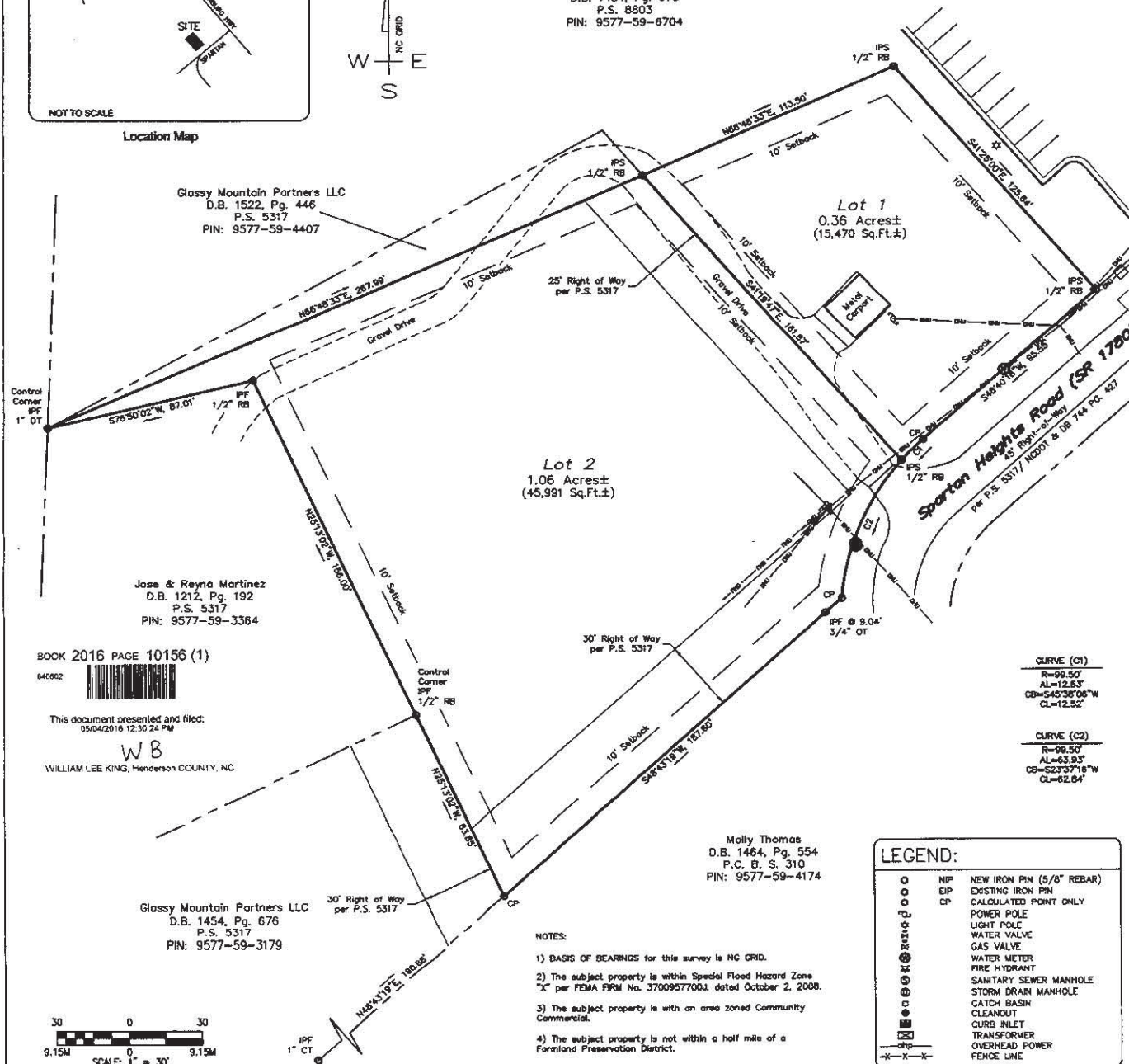
SLIDE 10156



Location Map



Glassy Mountain Partners LLC
D.B. 1454, Pg. 676
P.S. 8803
PIN: 9577-59-6704



BOOK 2016 PAGE 10156 (1)

840852



This document presented and filed:
05/04/2016 12:30 24 PM

WB

WILLIAM LEE KING, HENDERSON COUNTY, NC



NOTES:

- 1) BASIS OF BEARINGS for this survey is NC GRID.
- 2) The subject property is within Special Flood Hazard Zone "X" per FEMA FIRM No. 37009577001, dated October 2, 2008.
- 3) The subject property is with an area zoned Community Commercial.
- 4) The subject property is not within a half mile of a Farmland Preservation District.

LEGEND:

○	NIP	NEW IRON PIN (5/8" REBAR)
○	EIP	EXISTING IRON PIN
○	CP	CALCULATED POINT ONLY
○		POWER POLE
○		LIGHT POLE
○		WATER VALVE
○		GAS VALVE
○		WATER METER
○		FIRE HYDRANT
○		SANITARY SEWER MANHOLE
○		STORM DRAIN MANHOLE
○		CATCH BASIN
○		CLEANOUT
○		CURB INLET
○		TRANSFORMER
○		OVERHEAD POWER
○		FENCE LINE

I, Fulton V. Clinkscales, Jr., certify that this plot was drawn under my supervision from an actual survey made under my supervision (Deed description recorded in Book 1454, page 676, etc.) that the boundaries not surveyed are clearly indicated as drawn from information found in Book 1454, Page 676; that the ratio of precision as calculated is 1:10,000; that this plot was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 29th day of April, 2016, A.D.

Fulton V. Clinkscales, Jr.
Fulton V. Clinkscales, Jr.
L-2614

This survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

I, *Priscilla Burrows*, Subdivision Administrator for Henderson County, certify that this plot plan has been reviewed and approved as (a) *correct* in accordance with the Henderson County Subdivision Ordinance.

Subdivision Administrator

Date: 05/04/16

State of North Carolina
Henderson County

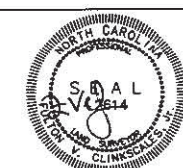
I, *Priscilla Burrows*, Review Officer of Henderson County, certify that the map of plot to which this certification is affixed meets all statutory requirements for recording.

Priscilla Burrows
Review Officer
05/04/16

Filed and recorded in the Register of Deeds Office for Henderson County, N.C. this 4th day of April, 2016 at 12:30 o'clock P.M. in Slide 10156

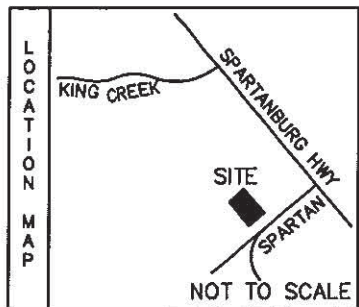
William Lee King
Register of Deeds
by: *Willa Blair, Assistant*

Major Subdivision / Master Site Plan
GLASSY MOUNTAIN PARTNERS, LLC
(Owner)
117 SPARTAN HEIGHTS
Hendersonville Township, Henderson County
State of North Carolina



FREELAND - CLINKSCALES & ASSOCIATES, INC. of NC
Engineers & Land Surveyors
201 2nd AVE. EAST
HENDERSONVILLE, N.C. 28070
(704) 687-6539
fca@freelandclinkscales.com

REF. PLAT SLIDE	5317
REF. DEED BOOK	1454/676
TAX MAP	9577-SB-5432
PARTY CHECK	RCM
DRAWN	TEC
DATE	April 15, 2016
DWG. NO.	1438101



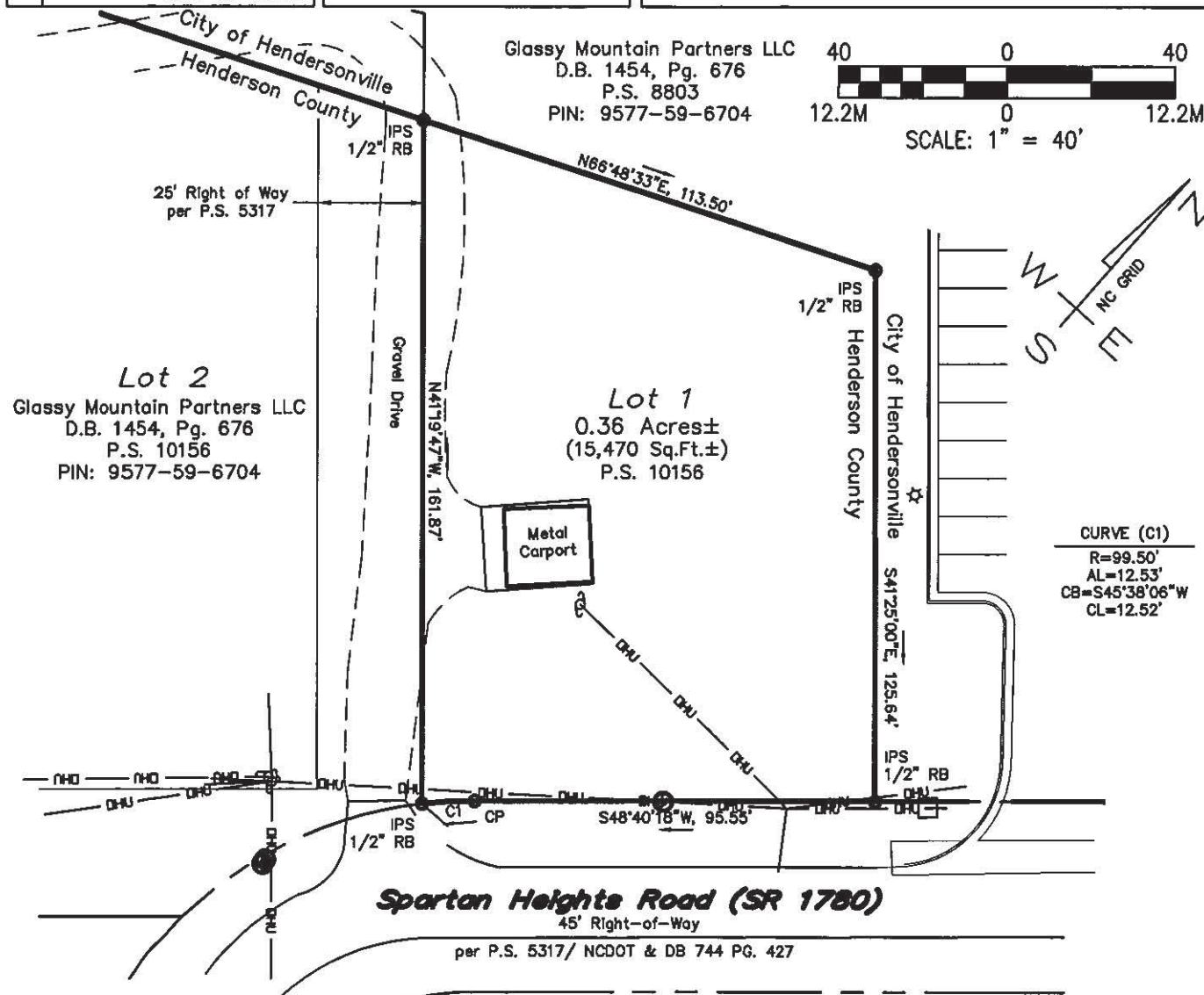
LEGEND

- CP CALCULATED POINT
- NIP NEW IRON PIN
- EIP EXISTING IRON PIN
- T TRANSFORMER
- TP TELEPHONE PEDESTAL
- LP LIGHT POLE
- PP POWER POLE
- WM WATER METER
- FH FIRE HYDRANT
- SSM SANITARY SEWER MANHOLE
- TR TRANSFORMER
- OP OVERHEAD POWER
- FL FENCE LINE

Not For Recordation

The original drawing and/or all copies of it are not transferable to any future owner(s) of the platted property and shall not be used or relied upon by future owner(s) and/or their representatives for any reason without written release by the professional surveyor.

This is to certify that the property shown on this plat was surveyed under my direct supervision. Property lines and improvements are located correctly and that no visible encroachments exist unless otherwise shown.



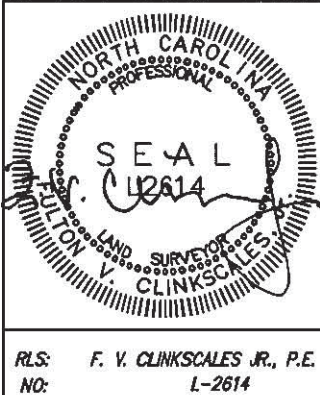
FREELAND - CLINKSCALES & ASSOCIATES of NC, INC.

Engineers * Land Surveyors
201 2nd AVE. EAST
HENDERSONVILLE, N.C. 28792
(828) 697-6539
fcaofnc@bellsouth.net

REF. PLAT SLIDE	10156
REF. DEED BOOK	1454/676
TAX MAP	9577-59-5432
PARTY CHIEF	RSM
DRAWN	TEC
DATE	April 15, 2016
DWG. NO.	H36101annex

Annexation Plat GLASSY MOUNTAIN PARTNERS, LLC (Owner)

117 SPARTAN HEIGHTS
Hendersonville Township, Henderson County
State of North Carolina





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-23-16

Presenter: Susan G. Frady

Date of Council Meeting to consider this item: 6-2-16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05eii

File # P-16-13-ANX

The City of Hendersonville has received a petition from Cedar Terrace NC, LLC for contiguous annexation of a portion of PIN 9579-29-5777 that is approximately 11.13 acres. This parcel is the previously approved Cedar Terrace Development located at the intersection of Lakewood Road and Highland Square Drive. Please refer to the attached maps for additional information.

Attached is the Clerk's Certificate of Sufficiency finding that the petition is valid. The next step in the annexation process is to accept the Clerk's certificate and set a date for the public hearing on the question of adoption of an ordinance of annexation.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to accept the City Clerk's Certificate of Sufficiency for the Cedar Terrace NC, LLC petition and set July 7, 2016 as the date for public hearing.

Attachments:

Maps

CERTIFICATE OF SUFFICENCY

**RE: Petition for Contiguous Annexation
 Cedar Terrace NC, LLC
 File No. P16-13 ANX**

To the Honorable Mayor and members of the City Council of Hendersonville, North Carolina:

I, Tammie K. Drake, City Clerk, begin first duly sworn, hereby certify an investigation has been completed of the above referenced petition for the contiguous annexation of a portion of parcel, PIN 9577-29-5777 that is 11.13 acres, located at the intersection of Lakewood Road & Highland Square Drive.

A. According to the Development Assistance Department, the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b).

1. The petition follows the prescribed form.
2. The petition was signed by the owners of the subject property.
3. The subject property adjoins the present city limits line.

Having made the findings stated above, I hereby certify the petition for contiguous annexation presented by the Glassy Mountain Partners, LLC is valid.

In witness whereof, I have here unto set my hand and affixed the seal of the City of Hendersonville, this 23 day of May, 2016.

Tammie K. Drake



Tammie K. Drake, MMC, City Clerk





City of Hendersonville
May 2016

Cedar Terrace NC, LLC, Annexation Petition

-  Subject Parcel
-  Hendersonville Boundary

Area of Annexation Petition
Approximately 11.13 acres



820 410 0 820 Feet



10146

BEING A PORTION OF THE PROPERTY
DESCRIBED IN DEED BOOK 857, PAGE 631

SCALE: 1" = 100'
APRIL 26th, 2016

William Lee King
 Mr. Alvin S. Eddy, Deputy

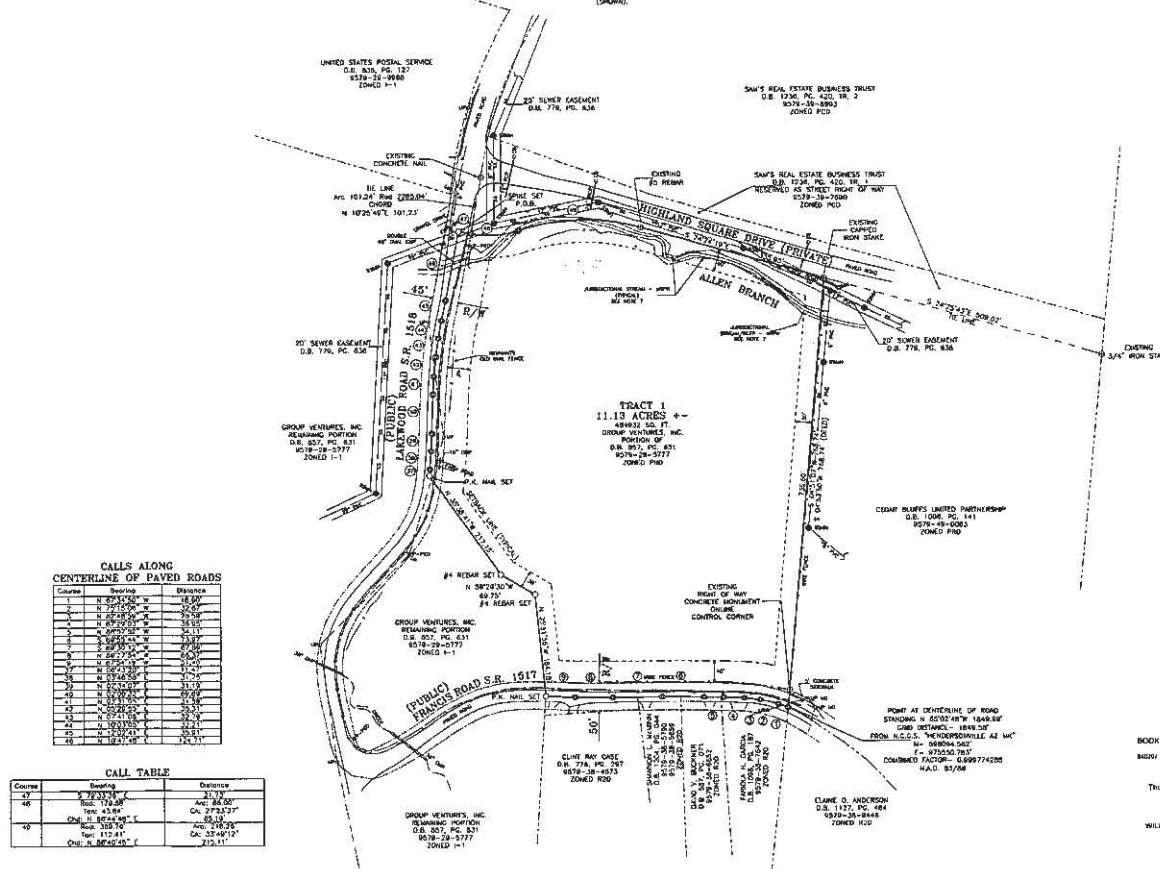
		SURVEY 1
--	--	----------

	CHECKED BY: DHH	DRAWING: 2015010
DATE: APR 06 2018	DRAWN BY: DHH	FILE: 2015010

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EXCEPTIONS:

6. INDEX OF NEW APPLICANTS TO THE DEPARTMENT OF TRANSPORTATION RECORDED IN BOOK 761, PAGE 258 (SHOWN); BOOK 781, PAGE 781 (SHOWN); BOOK 875, PAGE 554 (SHOWN).
7. RIGHTS OF WAY TO THE CITY OF HENDERSONVILLE RECORDED IN BOOK 1779, PAGE 436 (SHOWN); BOOK 642, PAGE 641 (DOES NOT AFFECT); BOOK 641, PAGE 640 (DOES NOT AFFECT).
8. WATER AND EXTENSION AGREEMENT RECORDED IN BOOK 400, PAGE 457 (DOES NOT AFFECT).
9. CONTRACT FOR THE CONSTRUCTION OF THE HENDERSONVILLE RAILROAD AND TRUCKING COMPANY RECORDED IN BOOK 328, PAGE 441 (SHOWN).
10. MORTGAGEMENT OF ACREAGE RECORDED IN BOOK 400, PAGE 220 (DOES NOT AFFECT) AND IN CONNECTION THEREWITH CONSENT JUDGMENT RECORDED IN BOOK 418, PAGE 17 (DOES NOT AFFECT).
11. BILL OF NEW APPLICANTS TO THE STATE HIGHWAY COMMISSION RECORDED IN BOOK 445, PAGE 445 (UNLOCATED).
12. INTERMOUNTAIN RAIL, ALLEGATIONS.
13. RIGHTS OF WAY AND ALLEGATIONS RECORDED IN BOOK 241, PAGE 154 (UNLOCATED).
14. RIGHTS OF WAY, ALLEGATIONS AND EASEMENTS SO FORTH BY INSTRUMENTS RECORDED IN BOOK 1045, PAGE 210 (SHOWN); BOOK 1045, PAGE 214 (SHOWN).



Course	Seeding	Distance
1	N 0° 0' 0" E 1/4 W	18.30'
2	N 0° 0' 0" E 1/4 W	18.30'
3	N 0° 0' 0" E 1/4 W	18.30'
4	N 0° 0' 0" E 1/4 W	18.30'
5	N 0° 0' 0" E 1/4 W	18.30'
6	N 0° 0' 0" E 1/4 W	18.30'
7	N 0° 0' 0" E 1/4 W	18.30'
8	N 0° 0' 0" E 1/4 W	18.30'
9	N 0° 0' 0" E 1/4 W	18.30'
10	N 0° 0' 0" E 1/4 W	18.30'
11	N 0° 0' 0" E 1/4 W	18.30'
12	N 0° 0' 0" E 1/4 W	18.30'
13	N 0° 0' 0" E 1/4 W	18.30'
14	N 0° 0' 0" E 1/4 W	18.30'
15	N 0° 0' 0" E 1/4 W	18.30'
16	N 0° 0' 0" E 1/4 W	18.30'
17	N 0° 0' 0" E 1/4 W	18.30'
18	N 0° 0' 0" E 1/4 W	18.30'
19	N 0° 0' 0" E 1/4 W	18.30'
20	N 0° 0' 0" E 1/4 W	18.30'
21	N 0° 0' 0" E 1/4 W	18.30'
22	N 0° 0' 0" E 1/4 W	18.30'
23	N 0° 0' 0" E 1/4 W	18.30'
24	N 0° 0' 0" E 1/4 W	18.30'
25	N 0° 0' 0" E 1/4 W	18.30'
26	N 0° 0' 0" E 1/4 W	18.30'
27	N 0° 0' 0" E 1/4 W	18.30'
28	N 0° 0' 0" E 1/4 W	18.30'
29	N 0° 0' 0" E 1/4 W	18.30'
30	N 0° 0' 0" E 1/4 W	18.30'
31	N 0° 0' 0" E 1/4 W	18.30'
32	N 0° 0' 0" E 1/4 W	18.30'
33	N 0° 0' 0" E 1/4 W	18.30'
34	N 0° 0' 0" E 1/4 W	18.30'
35	N 0° 0' 0" E 1/4 W	18.30'
36	N 0° 0' 0" E 1/4 W	18.30'
37	N 0° 0' 0" E 1/4 W	18.30'
38	N 0° 0' 0" E 1/4 W	18.30'
39	N 0° 0' 0" E 1/4 W	18.30'
40	N 0° 0' 0" E 1/4 W	18.30'
41	N 0° 0' 0" E 1/4 W	18.30'
42	N 0° 0' 0" E 1/4 W	18.30'
43	N 0° 0' 0" E 1/4 W	18.30'
44	N 0° 0' 0" E 1/4 W	18.30'
45	N 0° 0' 0" E 1/4 W	18.30'
46	N 0° 0' 0" E 1/4 W	18.30'
47	N 0° 0' 0" E 1/4 W	18.30'
48	N 0° 0' 0" E 1/4 W	18.30'
49	N 0° 0' 0" E 1/4 W	18.30'
50	N 0° 0' 0" E 1/4 W	18.30'
51	N 0° 0' 0" E 1/4 W	18.30'
52	N 0° 0' 0" E 1/4 W	18.30'
53	N 0° 0' 0" E 1/4 W	18.30'
54	N 0° 0' 0" E 1/4 W	18.30'
55	N 0° 0' 0" E 1/4 W	18.30'
56	N 0° 0' 0" E 1/4 W	18.30'
57	N 0° 0' 0" E 1/4 W	18.30'
58	N 0° 0' 0" E 1/4 W	18.30'
59	N 0° 0' 0" E 1/4 W	18.30'
60	N 0° 0' 0" E 1/4 W	18.30'
61	N 0° 0' 0" E 1/4 W	18.30'
62	N 0° 0' 0" E 1/4 W	18.30'
63	N 0° 0' 0" E 1/4 W	18.30'
64	N 0° 0' 0" E 1/4 W	18.30'
65	N 0° 0' 0" E 1/4 W	18.30'
66	N 0° 0' 0" E 1/4 W	18.30'
67	N 0° 0' 0" E 1/4 W	18.30'
68	N 0° 0' 0" E 1/4 W	18.30'
69	N 0° 0' 0" E 1/4 W	18.30'
70	N 0° 0' 0" E 1/4 W	18.30'
71	N 0° 0' 0" E 1/4 W	18.30'
72	N 0° 0' 0" E 1/4 W	18.30'
73	N 0° 0' 0" E 1/4 W	18.30'
74	N 0° 0' 0" E 1/4 W	18.30'
75	N 0° 0' 0" E 1/4 W	18.30'
76	N 0° 0' 0" E 1/4 W	18.30'
77	N 0° 0' 0" E 1/4 W	18.30'
78	N 0° 0' 0" E 1/4 W	18.30'
79	N 0° 0' 0" E 1/4 W	18.30'
80	N 0° 0' 0" E 1/4 W	18.30'
81	N 0° 0' 0" E 1/4 W	18.30'
82	N 0° 0' 0" E 1/4 W	18.30'
83	N 0° 0' 0" E 1/4 W	18.30'
84	N 0° 0' 0" E 1/4 W	18.30'
85	N 0° 0' 0" E 1/4 W	18.30'
86	N 0° 0' 0" E 1/4 W	18.30'

COURSE	Bearing	Distance
47	S 79°33'36" E	21.75'
46	Rod: 129.08' Tent: 43.84' Chk. N 80°44'49" E Rod: 355.76' Tent: 112.41'	Arc: 88.00' CA: 27°23'37" 88.19' Arc: 216.28' CA: 33°49'12"

NOTES:

- 1- AREAS BY COORDINATE COMPARISON.
- 2- ALL AREAS SHOWN ARE SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD OR UNRECORDED THAT MAY DIRECTLY AFFECT ALL AREAS SHOWN.
- 3- ALL DISTANCES ARE HORIZONTAL UNLESS OTHERWISE INDICATED.
- 4- THE 10' WIDE 186' LONG STRIP OF LAND BOUNDARY LINE FOR F.B.M. 31090970000, DEPICTED OCTOBER 26, 2008, 0.2% 1,000' MAGNITUDE NO. 100 QUADRANT ON F.B.M., 300' 0" ELEVATIONS FOR CROSS SECTION "331"-2008 & CROSS SECTIONS "331"-2008 SHOWING ON F.B.M.,
- 5- THIS PROPERTY IS WITHIN AN AREA ZONED BY THE CITY OF HENDERSONVILLE.

SUBTENDS:

- POINT - 40' FROM (SIDE OF HWY)
- SIDE = 30'
- BEARING = 30°
- MINIMUM LOT AREA = 3 ACRES.
- MAX BUILDING HEIGHT = 35'

6- THE CURRENT OWNER OF RECORD IS CHOUK VEHICLES, INC.
HENDERSONVILLE, NC 28033

[illegible]



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Brian Pahle

Department: Admin

Date Submitted: 05/24/16

Presenter: Brian Pahle

Date of Council Meeting to consider this item: 06/02/16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05f

In accordance with N.C.G.S 159-13.2 Project Ordinances I recommend the City establish a capital project ordinance for the acquisition, construction, and installation of the WWTP Generator/ATS project. The initial budget will include \$100,000 transferred from the Water/Sewer Fund for design. Once a final cost is determined the City will decide on the best course of financing and amend the capital project ordinance budget as necessary.

Budget Impact: \$ 100,000 Is this expenditure approved in the current fiscal year budget? No If no, describe how it will be funded.

The transfer to the project is included in the FY16-17 recommended budget.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move to adopt the capital project ordinance for the WWTP Generator/ATS project as presented.

Attachments:

See below...

**CAPITAL PROJECT ORDINANCE FOR
THE ACQUISITION, CONSTRUCTION AND INSTALLATION
OF THE WASTEWATER TREATMENT PLANT GENERATOR/ATS PROJECT**

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City infrastructure project described as the Wastewater Treatment Plant Generator/ATS Project.

Section 2: The following amounts are appropriated for the project:

Account Number		Account Name	Total Budget
4450000	519400	Prof. Services Eng.	\$ 100,000.00
Total Project Appropriation			\$100,000.00

Section 3: The following revenues are anticipated to be available via transfers to the aforementioned capital project for project expenses:

Account Number		Account Name	Total Budget
4450000	998060	Transfer in from W&S	\$ 100,000.00
Total Project Revenue			\$100,000.00

Section 4: The Finance Director is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water & Sewer Fund as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director and City Manager for direction in carrying out this project.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this second day of June, 2016.

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Brent Detwiler

Department: Engineering

Date Submitted: 5/25/16

Presenter: Brent Detwiler

Date of Council Meeting to consider this item: 6/2/16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05g

Bid Award for Stormwater Improvements on 832 Fourth Avenue W

On May 20, 2016, informal bids were received for the Stormwater Improvements on 832 Fourth Avenue W Project. The project generally consists of the replacement of approximately 140 linear feet (LF) of 24-inch corrugated metal pipe with approximately 144 LF of 24-inch HDPE pipe and the replacement of a junction box. The project estimate for this work was \$30,000. Two (2) bids were received with the following results.

Trace and Company - \$23,839.00
Davis Grading, Inc. - \$33,098.00

City staff has reviewed each bid for completeness and accuracy. As a result of this review, City staff hereby recommends the award of said project to Trace and Company of Mountain Home, NC (NC Contractor License No. 50843), the lowest responsive and responsible bidder, in the amount of \$23,839.00. The bid tabulation showing the bids and unit prices is attached for your reference. Please let me know if you have any questions or require additional information regarding this project.

Budget Impact: \$ 23,839.00 Is this expenditure approved in the current fiscal year budget? ☐ No ☐ Yes If no, describe how it will be funded.

This work is part of the FY16-17 Budget.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to authorize the City Manager to award and execute the contract for the construction of the Stormwater Improvements on 832 Fourth Avenue W Project to Trace and Company, the lowest responsive and responsible bidder, in the amount of \$23,839.00; as presented and recommended by staff.

Attachments:

Bid Tabulation

CITY OF HENDERSONVILLE
 STORMWATER IMPROVEMENTS ON 832 FOURTH AVENUE W
 INFORMAL BID DATE: 5/20/16
 TIME: 2:30 PM

2 BIDDERS
 ENR INDEX 10315.44

TRACE AND COMPANY
 PO BOX 1028
 MOUNTAIN HOME, NC 28758

DAVIS GRADING, INC.
 3420 W ZION CHURCH ROAD
 SHELBY, NC 28150

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT LABOR & MATERIAL AMOUNT		UNIT LABOR & MATERIAL AMOUNT	
1	SAFETY FENCE	330	LF	\$ 2.00	\$ 660.00	\$ 2.50	\$ 825.00
2	TRAFFIC CONTROL	1	LS	\$ 500.00	\$ 500.00	\$ 350.00	\$ 350.00
3	SILT FENCE	200	LF	\$ 3.00	\$ 600.00	\$ 2.50	\$ 500.00
4	24" HDPE PIPE	144	LF	\$ 49.00	\$ 7,056.00	\$ 122.00	\$ 17,568.00
5	4'x4' CONCRETE JUNCTION BOX/EXTENSIONS/COVER	1	EA	\$ 2,425.00	\$ 2,425.00	\$ 4,575.00	\$ 4,575.00
6	EARTHWORK (Includes all grading, excavation, backfill and trenching.)	1	LS	\$ 2,775.00	\$ 2,775.00	\$ 1,800.00	\$ 1,800.00
7	PAVEMENT REPAIR (includes repair of sidewalk, curbs and asphalt as necessary).	1	LS	\$ 775.00	\$ 775.00	\$ 1,800.00	\$ 1,800.00
8	REMOVAL OF MATERIALS (includes vegetation/ unsuitable fill material/pipe/junction box removal and disposal of all waste materials.)	1	LS	\$ 1,728.00	\$ 1,728.00	\$ 1,080.00	\$ 1,080.00
9	RESTORATION OF PRIVATE PROPERTY (includes replanting and replacing damaged property).	1	LS	\$ 4,980.00	\$ 4,980.00	\$ 2,800.00	\$ 2,800.00
10	TOPSOIL AND SEEDING	3600	SF	\$ 0.65	\$ 2,340.00	\$ 0.50	\$ 1,800.00
				\$ 23,839.00		\$ 33,098.00	



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5/20/16

Presenter: Susan G. Frady

Date of Council Meeting to consider this item: 6-2-16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05h

On May 19, 2016, the Special Events Committee met and reviewed an application from the Downtown Economic Development Department, sponsor of the 2016 Sidewalk Antique & Vintage Show, to be held on June 25, 2016.

This event takes place on the sidewalks of Main Street between 1st and 7th Avenues. The streets are not closed for this event. This year, the applicant proposes to block the parking spaces in the 600 block of Main Street to provide space for two food trucks. This is the only change to this event.

The Special Events Committee voted unanimously to approve the 2016 Sidewalk Antique & Vintage Show.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? ☐ N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council's approval of the special event permit for the 2016 Sidewalk Antique and Vintage Show.

Attachments:



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-24-16

Presenter: Susan G. Frady

Date of Council Meeting to consider this item: 6-2-16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05hii

On May 19, 2016, the Special Events Committee met and reviewed an application by Crosstown Velo event producer and sponsor for the Hendersonville Historic 7th Avenue Criterium to be held Saturday, July 30, 2016, in the roadways on and around Historic 7th Avenue. Crosstown Velo, LLC. is a USA Cycling sanctioned racing team promoting amateur bicycle racing in the Hendersonville, North Carolina area, with a spirit of competition and sportsmanship, according to their mission statement.

This is the first year for this event. This event is a series of multi-lap races of 30-60 minutes held on a closed course generally a mile or less in length. This event includes a full day of races with multiple age categories, male and female specific races and a variety of competition levels. These races are typically fast as the cyclists jockey for position and sprint for lap "primes". The short closed course makes this type of racing easy to watch for spectators and more accessible for the media. The event is a USA Cycling sanctioned event.

The course will run counter-clockwise beginning on Locust Street, near Southern Appalachian Brewery, and travel south to a left on 7th Avenue, then east to a left on Maple Street, then north to a left on Lynn Street and finally left onto Locust Street and back to the start/finish line. For traffic traveling east on 7th Avenue, one lane is proposed to remain open between Grove Street and Maple Street. Locust Street will be closed between Lynn Street and 7th Avenue. Maple Street will be closed between Lynn Street and 7th Avenue. Bearcat Boulevard, 8th Avenue and the alley behind All Saints Animal Hospital will be closed at N. Grove Street.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

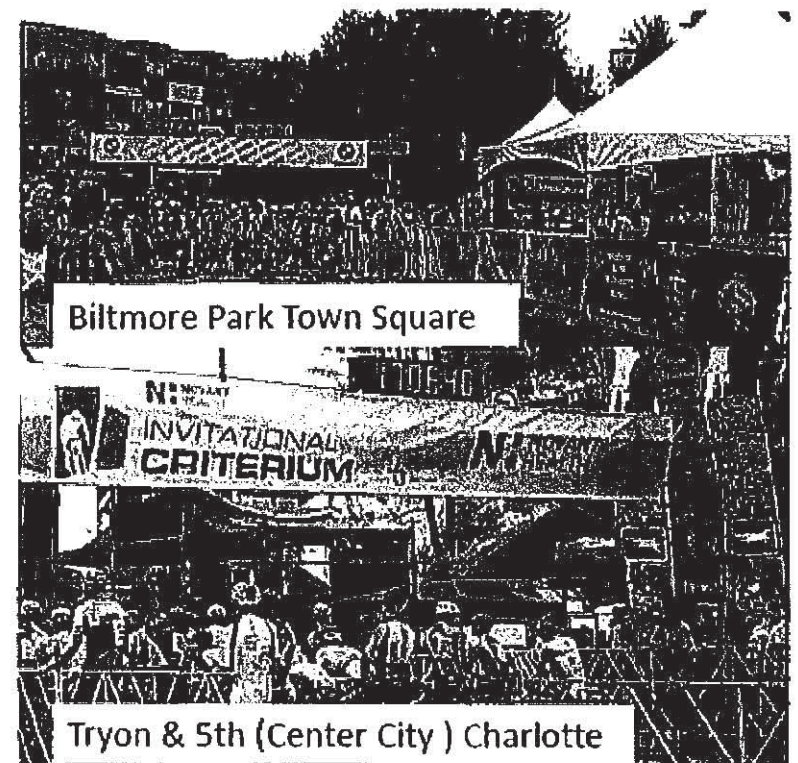
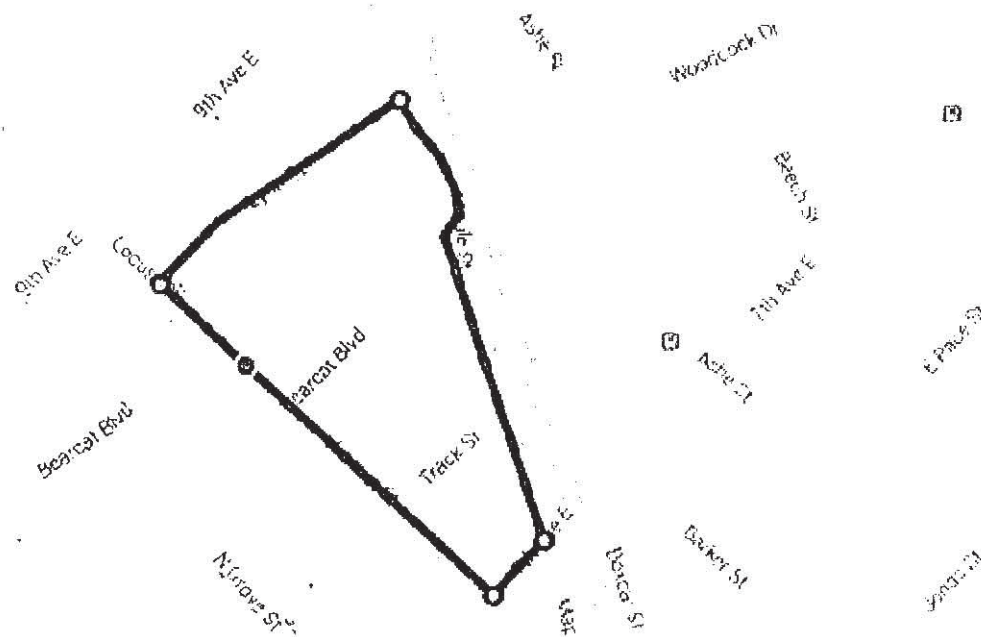
I move Council's approval of the special event permit for the Hendersonville Historic 7th Avenue Criterium.

Attachments:

Street Map

What is a criterium?

The most common form of American racing, the criterium, is a multi-lap race of 30 to 60 minutes held on a closed course generally a mile or less in length. These races, typically fast (read as exciting) as the cyclists jockey for position and sprint for lap “primes” (cash or merchandise prizes, pronounced “preems”). The short closed course makes this type of racing easy to watch for spectators and more accessible for the media.





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Joseph Vindigni, Fire Chief

Department: Fire

Date Submitted: 05.20.16

Presenter: Joseph Vindigni, Fire Chief

Date of Council Meeting to consider this item: 06.02.16

Nature of Item: Council Action

Summary of Information/Request:

Item # 05i

The fire department is in need of replacing Engine 4, which is currently 25 years old and continues to require further repair and maintenance each year. The manufacturer of the truck is American LaFrance which recently went out of business. This is making it difficult to find replacement parts and keep the truck operating efficiently. Engine 4 also has seats that are not enclosed, which means personnel could possibly fall out of the apparatus while the truck is in motion. Replacement of this apparatus is essential and will be a significant savings due to the annual projected purchase costs, maintenance costs, and repair costs associated with maintaining a 25 year old fire apparatus. NFPA 1901 states that a front-line fire engine properly maintained should be kept in front-line status for no more than 15 years and with proper maintenance can be kept in reserve status for no more than 5 additional years with a total useful life of 20 years. The current Engine 4 is 25 years old and is in reserve status. When the Council adopted the 2016-2017 budget, included in the budget was \$700,000.00 for the replacement of Engine 4.

Budget Impact: \$ 644,621.00 **Is this expenditure approved in the current fiscal year budget?** No **If no, describe how it will be funded.**

See FY 2016-2017 Budget.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move to waive the competitive bidding process for the purchase of the Pierce Fire Engine in accordance with NCGS §143-129 in order to purchase said apparatus as presented and recommended by staff.
I further move Council to authorize the Fire Chief to purchase the recommended replacement Fire Engine through the Houston-Galveston Area Council (H-GAC) on behalf of the City of Hendersonville, in the amount of \$644,621.00 as presented and recommended by staff, and further to adopt the capital project ordinance and reimbursement resolution as presented.
I further move to authorize the Finance Director to pay for the project at the time of order.

Attachments:

1. Capital Project Ordinance for the acquisition, construction, and installation of the Fire Engine Replacement Project.
2. Declaration of official intent to reimburse.

City of Hendersonville Fire Department

MEMORANDUM

To: City of Hendersonville Mayor and Members of the Council

From: Chief Joseph Vindigni

Subject: Request a waiver of competitive bidding requirements in accordance with N.C. General Statute 143-129 (e) (3) to purchase a Pierce Fire Engine

Summary:

The fire department is in need of replacing Engine 4, which is currently 25 years old and continues to require further repair and maintenance each year. The manufacturer of the truck is American LaFrance which recently went out of business. This is making it difficult to find replacement parts and keep the truck operating efficiently. Engine 4 also has seats that are not enclosed, which means personnel could possibly fall out of the apparatus while the truck is in motion. Replacement of this apparatus is essential and will be a significant savings due to the annual projected purchase costs, maintenance costs, and repair costs associated with maintaining a 25 year old fire apparatus.

NFPA 1901 states that a front-line fire engine properly maintained should be kept in front-line status for no more than 15 years and with proper maintenance can be kept in reserve status for no more than 5 additional years with a total useful life of 20 years. The current Engine 4 is 25 years old and is in reserve status. When the Council adopted the 2016-2017 budget, included in the budget was \$700,000.00 for the replacement of Engine 4.

The Process:

The fire department created an apparatus replacement committee in January of 2016 to review the current needs of the department and the city. This committee consists of five members of the fire department holding various ranks. The members are Fire Chief Joseph Vindigni, Fire Captain Justin Ward, Fire Engineer Jared Morgan, Fire Engineer Jon Ward, and Firefighter/EMT Michael Pearson. These members represent both stations and all three shifts within the fire department. In addition, all members of the fire department have been updated on the committee's progress and given the opportunity to add input and suggestions during the process.

The committee members visited several fire departments and spoke to numerous fire service professionals on different manufactures and types of apparatus. They also attended the Mid-Winter Conference in Concord, NC where they spoke with several fire apparatus manufactures and were able to look at several different types of apparatus. After reviewing the pros and cons of each manufacturer the committee unanimously decided to review the products offered by Pierce Manufacturing. The North Carolina vendor for Pierce Manufacturing is Atlantic Emergency Solutions. We contacted Atlantic Emergency Solutions and met with a representative to discuss the needs of the organization as well as the City of Hendersonville. The representative met with the committee on several occasions and created a proposal and specification that met our needs.

Recommended Fire Engine Replacement:

- Pierce Ultimate Configuration (PUC) Pumper
- Enforcer Chassis with independent front suspension
- 450 HP Cummins Engine
- 1500 Gallon per minute pump with pump and roll capacity
- 750 Gallon Water Tank
- Husky Foam System
- 6 Kw Hydraulic Generator
- LED Headlights and Scene Lights
- Large storage Capacity

Purchasing Method:

It is recommended that the City Council consider purchasing this unit with all equipment through the Houston-Galveston Area Council (H-GAC). Doing so will allow the City to purchase this specific unit at a significant cost savings. North Carolina General Statue 143-129 (Procedures for letting of public contracts) gives the City Council the Authority to participate in group purchasing programs such as the H-GAC. Participating in such group purchasing programs allow the City Council to exempt the purchase from the competitive bid process under Section (e) (3) which states: Purchases made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing services at discount prices to two or more public agencies are exempt from the requirements of NCGS § 143-129.

Financing:

The cost of the apparatus is \$592,700.00 (not including equipment). Pierce offers a discount if the City pays for the apparatus at the time of order placement. This discount will be \$21,119.00 making the net cost of the apparatus \$571,581.00. The total cost of the apparatus and equipment will be **\$644,621**. Staff requests that City Council provide express approval to expend project funds at the time the order is placed, in advance of receiving the apparatus, in order for the City to receive the discount. The amount due at order includes the amount for a performance bond to protect the City's investment. The City intends to finance the costs of the Project with the proceeds of banking financing. The Finance Director will prepare a financing RFP in the fall of 2016 or spring of 2017, closer to the time the apparatus is expected to be received. The Council agenda includes a Reimbursement Resolution which will allow the City to reimburse any expenditures made in advance for this project with the loan proceeds.

Motions for Consideration:

1. Given that all requirements have been satisfied under NCGS § 143-129(e)(3) to allow the City of Hendersonville to waive the competitive bidding process for the purchase of the Pierce Fire Engine, I hereby move to waive said requirements of NCGS § 143-129 in order to purchase said apparatus as presented and recommended by staff.

2. I hereby authorize the Fire Chief to purchase the recommended replacement Fire Engine through the Houston-Galveston Area Council (H-GAC) on behalf of the City of Hendersonville, in the amount of \$ 644,621 as presented and recommended by staff.
3. I move to adopt the attached capital project ordinance and reimbursement resolution as presented.

**CAPITAL PROJECT ORDINANCE FOR
THE ACQUISITION, CONSTRUCTION AND INSTALLATION
OF THE FIRE ENGINE REPLACEMENT PROJECT**

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City infrastructure project described as the Fire Engine Replacement Project.

Section 2: The following amounts are appropriated for the project:

Account Number		Account Name	Total Budget
4500000	554000	Capital Outlay-Motor Vehicles	\$ 644,621.00
Total Project Appropriation			\$644,621.00

Section 3: The following revenues are anticipated to be available via debt proceeds for project expenses:

Account Number		Account Name	Total Budget
4500000	499100	Proceeds of Debt	\$ 644,621.00
Total Project Revenue			\$644,621.00

Section 4: The Finance Director is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director and City Manager for direction in carrying out this project.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this second day of June, 2016.

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

Resolution # _____

**HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE**

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for THE ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE FIRE ENGINE REPLACEMENT PROJECT, ORDINANCE # _____ (the "Project").

Plan of Finance. The Issuer intends to finance the costs of the Project with the proceeds of debt to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is **\$644,621.00**.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this second day of June, 2016.

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tammie Drale

Department: Admin

Date Submitted: 05.25.16

Presenter: Mayor Volk

Date of Council Meeting to consider this item: 06.02.16

Nature of Item: Presentation Only

Summary of Information/Request:

Item # 06

Kim Bailey with the Environmental Sustainability Board requested the 2016 Pollinator Week Proclamation be presented to the Tree Board and Environmental Sustainability Board at the meeting.

Budget Impact: \$ N/A Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

N/A

Attachments:
proclamation

PROCLAMATION

WHEREAS, pollinator species such as thousands of species of bees are essential partners in producing much of our food supply; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse urban and suburban ecosystems; and

WHEREAS, pollination plays a vital role for the trees and plants of our community, enhancing our quality of life, and creating recreational and economic development opportunities; and

WHEREAS, the City of Hendersonville manages urban landscapes and public lands that include many municipal parks and greenways, as well as wildlife habitats; and

WHEREAS, the City of Hendersonville provides conservation assistance to promote wise conservation stewardship, including the protection and maintenance of pollinators and their habitats;

NOW, THEREFORE, I, Barbara G. Volk, Mayor of the City of Hendersonville, do hereby proclaim the week of June 18 - 25, 2016, as

"Pollinator Week"

in the City of Hendersonville, and, as the City of Hendersonville is a certified **Bee City USA®** community, urge all citizens to join in recognizing this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of City of Hendersonville to be affixed this second day of June, 2016.

Barbara G. Volk, Mayor

Attest:

Tammie K. Drake, City Clerk





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Brian Pahle

Department: Admin

Date Submitted: 05/18/16

Presenter: John Connet

Date of Council Meeting to consider this item: 06/02/16

Nature of Item: Council Action

Summary of Information/Request:

Item # 07

The information contains the City Manager's recommended budget for the City of Hendersonville for the fiscal year 2016-17. The recommended budget is balanced in accordance with G.S. 159-8. The budget document and its preparation and adoption express the basic political values of the City. The Local Government Budget and Fiscal Control Act (LGBFCA) requires mandatory dates at which certain processes must be completed [G.S. 159-10-13].

The annual budget ordinance may be amended any time after its official adoption; however, the amendments cannot increase or decrease the tax levy or alter a taxpayer's liability unless the City is ordered to do so by the courts or an authorized State agency. Appropriations between departments or divisions within one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager as long as the original total appropriated balance for the fund is not changed.

Upon adoption of a budget for FY16-17 a final approved budget document will be compiled, posted on the website and in the office of the City Clerk, and submitted to the Government Finance Officer's Association (GFOA) for consideration of the Distinguished Budget Presentation Award Program.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? ☐ N/A If no, describe how it will be funded.

See Budget Ordinance Attached...

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move to adopt the Budget Ordinance for fiscal year 2016-17 as presented.

Attachments:

Budget document

CITY COUNCIL:
BARBARA G. VOLK
Mayor
STEVE CARAKER
Mayor Pro Tem
RON STEPHENS
JERRY A. SMITH, JR.
JEFF MILLER

CITY OF HENDERSONVILLE

The City of Four Seasons

OFFICE OF THE CITY MANAGER
JOHN F. CONNET

OFFICERS:
JOHN F. CONNET
City Manager
SAMUEL H. FRITSCHNER
City Attorney
TAMMIE K. DRAKE
City Clerk

FOR IMMEDIATE RELEASE 05/18/16

THE FOLLOWING DOCUMENT CONTAINS THE CITY MANAGER'S RECOMMENDED BUDGET FOR THE CITY OF HENDERSONVILLE FOR THE FISCAL YEAR 2016-17

CONTENTS

BUDGET MESSAGE—————PGS. 1 – 32

BUDGET ORDINANCE—————PGS. 33 – 36

FEE SCHEDULE—————PGS. 37 – 48

CAPITAL IMPROVEMENTS PLAN (CIP)—————PGS. 49 – 62

PAY AND CLASSIFICATION SCHEDULE—————PGS. 63 – 65

UPON ADOPTION OF THE PROPOSED BUDGET, A FINAL APPROVED BUDGET DOCUMENT WILL BE COMPILED, POSTED ON THE WEBSITE AND IN THE OFFICE OF THE CITY CLERK, AND SUBMITTED TO THE GOVERNMENT FINANCE OFFICER'S ASSOCIATION FOR CONSIDERATION OF THE DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM

PRIMARY CONTACTS:

JOHN F. CONNET, CITY MANAGER | JCONNET@HVLNC.GOV

BRIAN D. PAHLE, ASSISTANT TO CITY MANAGER | BPAHLE@HVLNC.GOV

WWW.HVLNC.GOV



CITY COUNCIL:
BARBARA G. VOLK
Mayor
STEVE CARAKER
Mayor Pro Tem
RON STEPHENS
JERRY A. SMITH, JR.
JEFF MILLER

CITY OF HENDERSONVILLE

The City of Four Seasons

OFFICE OF THE CITY MANAGER
JOHN F. CONNET

OFFICERS:
JOHN F. CONNET
City Manager
SAMUEL H. FRITSCHNER
City Attorney
TAMMIE K. DRAKE
City Clerk

May 19th, 2016

The Honorable Barbara G. Volk, Mayor
Members of the City Council
Hendersonville, North Carolina

Dear Mayor Volk and Members of the City Council,

Pursuant to section 159-11 of the North Carolina General Statutes, I am pleased to present the recommended budget for Fiscal Year (FY) 2016-2017 for your review and consideration.

The FY16-17 Budget is based upon information presented and discussed during our City Council/Staff Retreat on February 11th – 12th, 2016. In addition, the City Council attended a formal Budget Workshop on May 6th, 2016. These meetings provided an avenue for priority setting, fact finding, and general inquiries regarding the City's Budget for FY16-17.

The City maintains six focus areas, provided as follows:

Economic Vitality: Hendersonville is a good place for all business and promotes policies that encourage growth in all areas of our City.

Strong Partnerships: Hendersonville will develop strong partnerships with residents, businesses, other local governments, non-profits and visitors to ensure there is effective two-way communication and effective interaction with City Departments.

Sound Infrastructure: Hendersonville will construct and maintain efficient and accessible roadway, sidewalk, and greenway systems to extend internal and regional connectivity.

Hendersonville will provide high quality water and wastewater services while protecting natural resources and ensuring capacity for sustainable growth.

Numerous Amenities: Hendersonville will advance the beauty, diversity, and well-being of Hendersonville by supporting the community's ability to provide an array of educational, recreational, and cultural activities, events, and programs for residents and visitors of all ages, abilities, and interests.

Great Public Services: Hendersonville will provide high quality public services by utilizing excellent customer service to enhance the safety, health, and quality life for our citizens and visitors.



Financial Sustainability: Support fiscal policies and controls that ensure the long-term financial health of the City and enable it to respond to unforeseen challenges and opportunities.

Promote responsible management of public resources to ensure efficient and effective delivery of quality services.

Prior to presenting the 2016-2017 Budget in its entirety, I would like to take this time to review some of our accomplishments for the 2015-2016 Fiscal Year. The City has continued its partnership with Henderson County on the Joint Medical and Education Building Project located on 6th Avenue West. The City purchased property and widened North Oak Street, directly adjacent to the building to provide improved traffic conditions and parking. (Strong Partnerships and Great Public Services). The City has continued to resurface streets and construct new sidewalks within the City, a majority of work performed around Hendersonville High School (Sound Infrastructure). The City upgraded its Azalea Parking Lot with new sidewalks, asphalt, landscaping, lighting, and the installation of an additional parking kiosk (Sound Infrastructure, Numerous Amenities, and Great Public Services). The City formally adopted a purchasing policy to promote responsible spending of public funds (Financial Sustainability). The Technology Committee worked to improve the City's downtown Wi-Fi coverage. New access points and a stronger router were installed (Sound Infrastructure and Numerous Amenities). The Seventh Avenue Advisory Committee recommended and installed the first phase of their streetscape design by painting bulb-outs on the road. Additionally, the Historic Railroad Depot on 7th Avenue was repainted (Economic Vitality). The City Council approved the granting of \$50,000 to the Henderson County Economic Investment Fund, a land trust that will work to attain land to attract business and grow the regional economy (Economic Vitality). The Water and Sewer Fund has pursued the repair and maintenance of City lines as well as a variety of capital projects to further enhance and support the growing system (Great Public Services and Sound Infrastructure). The City hired a consultant, the Development Finance Initiative, to evaluate the possibility of attracting a downtown hotel developer (Economic Vitality and Great Public Services). The Oklawaha Greenway Project, that connects Patton and Berkeley Parks, will be complete by the end of FY15-16 (Numerous Amenities and Sound Infrastructure). Finally, the City won the First Citizens Customer Service Award by the Chamber of Commerce. This award is typically provided to a business however, the City's customer service initiative has enhanced the City's service culture and has not gone unnoticed by the community. (Great Public Services and Strong Partnerships). This list is not inclusive of all our accomplishments this year, but it is a good sample of the types of projects and activities the City has undertaken in the past twelve months.



Introduction

The following document contains the City Manager's final recommendation for the City's Budget for FY16-17. These schedules, tables, and charts provide the budget requests after final adjustments from management. To briefly describe the process, department heads submit budget requests, management evaluates and adjusts the requests, and finally, the departments meet with management to discuss the adjustments. This process has brought the City to the level detailed throughout this document. The City's Budget Workshop provided recommendations to further enhance the proposed budget and City Council provided guidance on final adjustments. This document reflects that guidance and recommendations.

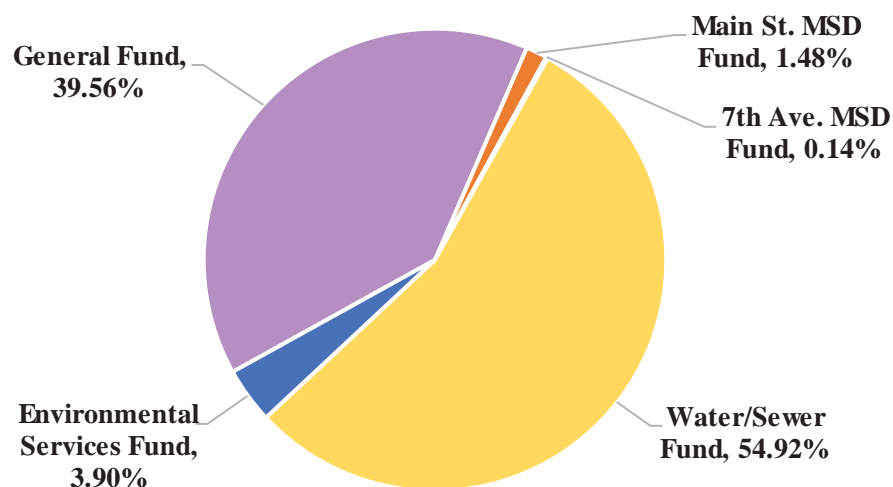
Budget Overview

The City's FY16-17 Budget includes five (5) major funds. The table below presents the operating budget for each City fund and the total budget in balance:

MAJOR FUND OVERVIEW FY16-17

FUND	EXPENDITURES	REVENUES	FUND BALANCE APPROP.
GENERAL FUND	\$ 14,105,954	\$ 13,668,973	\$ 436,981
MAIN ST. MSD FUND	\$ 527,361	\$ 527,361	\$ -
7TH AVE. MSD FUND	\$ 49,328	\$ 49,328	\$ -
WATER/SEWER FUND	\$ 19,583,635	\$ 17,110,762	\$ 2,472,873
ENVIRONMENTAL SERVICES FUND	\$ 1,390,660	\$ 1,390,660	\$ -
SUB-TOTAL	\$ 35,656,938	\$ 32,747,084	\$ 2,909,854
TOTALS IN BALANCE	\$ 35,656,938	\$ 35,656,938	

The chart below presents each major fund as a percent of total expenditures:



General Fund

The General Fund is the primary fund in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the General Fund. The General Fund Budget’s totals **\$14,105,954** for FY16-17.

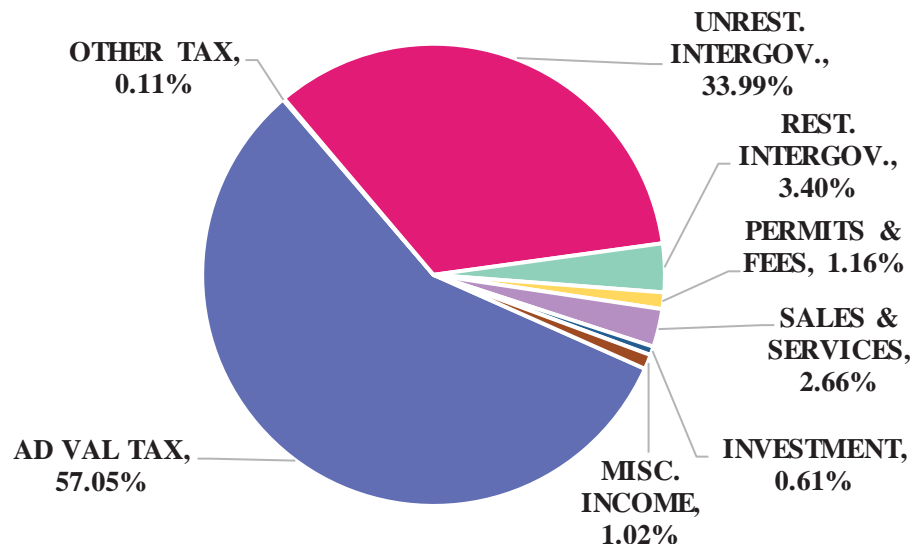
General Fund – Revenues

The following section will detail the City’s operating revenues for the General Fund. The total budget for General Fund revenues, excluding “Other Financing Sources”, is **\$13,668,973**. The table below details the City’s General Fund operating revenues by source for FY16-17:

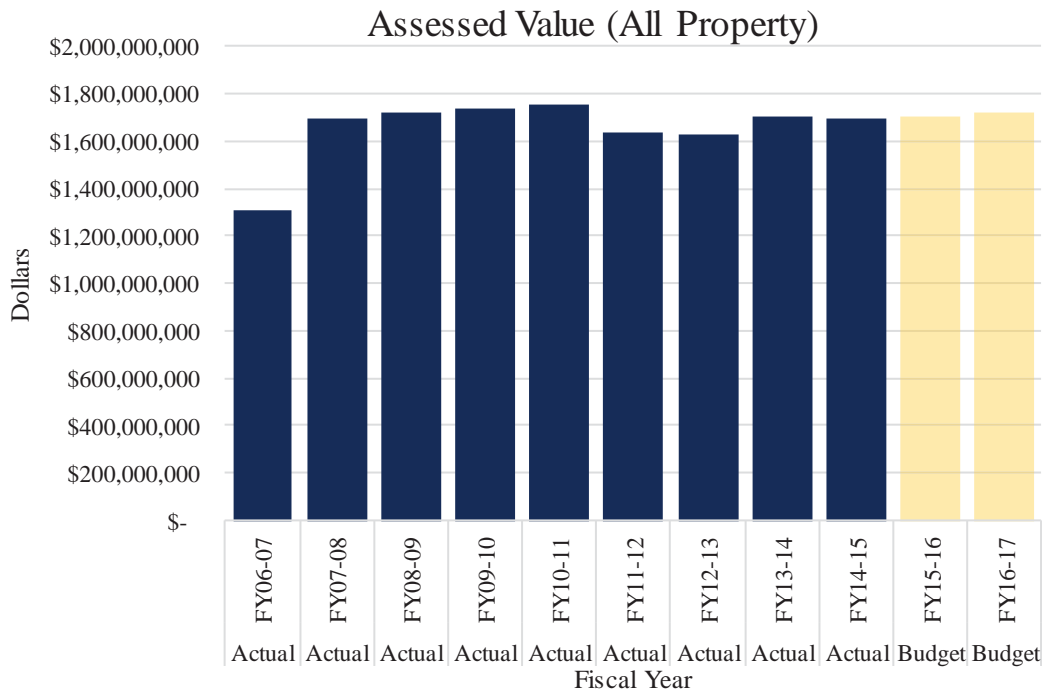
GENERAL FUND REVENUES

REVENUE SOURCE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
AD VAL TAX	\$ 7,735,607	\$ 7,801,595	\$ 65,988	0.85%
OTHER TAX	\$ 14,980	\$ 14,600	\$ (380)	-2.54%
UNREST. INTERGOV.	\$ 4,373,429	\$ 4,643,454	\$ 270,025	6.17%
REST. INTERGOV.	\$ 467,199	\$ 464,199	\$ (3,000)	-0.64%
PERMITS & FEES	\$ 92,937	\$ 158,575	\$ 65,638	70.63%
SALES & SERVICES	\$ 368,930	\$ 363,550	\$ (5,380)	-1.46%
INVESTMENT	\$ 83,620	\$ 83,000	\$ (620)	-0.74%
MISC. INCOME	\$ 145,424	\$ 140,000	\$ (5,424)	-3.73%
SUB-TOTAL	\$ 13,282,126	\$ 13,668,973	\$ 386,847	2.91%
OTHER FINANCING SOURCES	\$ 839,118	\$ 436,981	\$ (402,137)	-47.92%
NET TOTAL	\$ 14,121,244	\$ 14,105,954	\$ (15,290)	-0.11%

The chart below presents each operating revenue source as a percent of total revenues:



Ad Valorem Tax: Ad valorem taxes encompass the largest portion of the General Fund revenues. These are the most controllable revenues in the City budget. This is not a revaluation year for the City and staff is estimating a 0.7% increase in taxable value. The City Manager is recommending setting the tax rate at **\$0.46 per \$100** valuation, no increase over last fiscal year. This \$0.46 level is estimated to generate **\$7,203,345** in ad valorem tax revenue and **\$500,000** in ad valorem motor vehicle tax revenue for FY16-17. The chart below presents the total assessed value for all property in the City of Hendersonville, less tax exempt property:



Unrestricted Intergov. – Sales Taxes: Two and one-half percent of sales tax paid on retail sales in North Carolina represents the local sales tax portion levied by the City and County. These taxes consist of a one percent tax that was first levied in 1971, a one-half cent levied in 1983, a one-half cent levied in 1986 and a one-half cent levied in 2001. Effective October 1, 2007, the state repealed one quarter of the Article 44 local option sales tax authorized in 2003 and effective October 1, 2009, the state repealed the remaining one-quarter cent of that local tax. The first one-quarter cent will be replaced by a payment equal to 50% of the amount each municipality receives from the Article 40 (1983) local sales tax, and the second one-quarter cent will be replaced by a payment equal to 25% of the amount each municipality receives for the Article 39 (1971) local sales tax. The legislation provides for municipalities to be completely reimbursed for the loss of their share of these tax revenues, including growth. The State of North Carolina collects the sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional ad valorem tax valuation basis in Henderson County. The City of Hendersonville has the second largest ad valorem tax valuation in Henderson County and receives the second largest proportional share of sales tax revenues behind Henderson County.



Local sales tax collections, which closed Fiscal Year 2014-15 strong, have remained perhaps even stronger in Fiscal Year 2015-16. Through the first six months of FY15-16, sales tax distributions were up a robust 13.1 percent over the same period in FY14-15. This growth is a good indicator of the local economy, consumer confidence, and recent development trends. It is always important to remember that this is an elastic tax, meaning it may fluctuate greatly year to year. For now, substantial growth seems to be the trend.

The table below displays actual sales tax data in black and estimated collections in blue for FY15-16:

Sales Tax Comparison

Reflects Sales	Collection	FY13-14	FY14-15	FY15-16	\$ Change (FY15 - FY16)	% Change (FY15 - FY16)
June	Sep.	\$ 234,121	\$ 258,545	\$ 278,878	\$ 20,333	7.9%
July	Oct.	\$ 221,312	\$ 232,213	\$ 275,879	\$ 43,667	18.8%
Aug.	Nov.	\$ 209,068	\$ 233,824	\$ 267,878	\$ 34,054	14.6%
	Q1	\$ 664,500	\$ 724,581	\$ 822,635	\$ 98,054	13.5%
Sep.	Dec.	\$ 204,501	\$ 233,233	\$ 271,367	\$ 38,134	16.4%
Oct.	Jan.	\$ 195,469	\$ 218,643	\$ 232,447	\$ 13,804	6.3%
Nov.	Feb.	\$ 208,483	\$ 230,001	\$ 264,741	\$ 34,740	15.1%
	Q2	\$ 608,453	\$ 681,877	\$ 768,555	\$ 86,678	12.7%
Dec.	March	\$ 228,220	\$ 270,676	\$ 283,077	\$ 12,401	4.6%
Jan.	April	\$ 185,125	\$ 206,281	\$ 226,818	\$ 20,537	10.0%
Feb.	May	\$ 198,394	\$ 195,559	\$ 215,818		
	Q3	\$ 611,739	\$ 672,516	\$ 725,713		
March	June	\$ 222,503	\$ 237,405	\$ 260,482		
April	July	\$ 205,444	\$ 222,258	\$ 245,335		
May	August	\$ 225,606	\$ 263,121	\$ 286,197		
	Q4	\$ 653,553	\$ 722,784	\$ 792,015		
Sub-Total		\$ 2,538,245	\$ 2,801,758	\$ 3,108,918	\$ 307,160	11.0%
Minus Transfers		\$ 96,989	\$ 103,100	\$ 106,650	\$ 3,550	3.4%
Total		\$ 2,441,255	\$ 2,698,658	\$ 3,002,268	\$ 303,610	11.3%

It is important to note that the City's collections lag the actual taxable sale by four months.

The "Minus Transfers" row reflects a portion of sales tax revenue that is distributed to the City's two municipal service districts (MSDs). The Main St. MSD receives \$100,000 and the 7th Avenue MSD receives \$6,650. In FY16-17 it is proposed that this distribution be based off of each funds portion of total ad valorem tax value, presented below:

General Fund ≈ 94% | Main St. MSD Fund ≈ 5% | 7th Avenue MSD Fund ≈ 1%

The following table presents the estimated difference in revenue for the MSD funds:

Before		After	
Downtown	\$ 100,000	Downtown	\$ 154,086
7th Avenue	\$ 6,650	7th Avenue	\$ 27,428



The FY16-17 Budget includes a conservative 3.5% increase in sales tax revenues from the FY15-16 estimated final collection. The budget for local sales tax collections in the General Fund is \$3,225,498, less \$181,514 in transfers, for a total of \$3,043,498 in FY16-17.

Lastly, there is a variety of discussion in the North Carolina General Assembly (NCGA) regarding local sales tax. The most important to the City of Hendersonville is the ability to leverage a \$0.0025 sales and use tax. This local sales tax option could provide an estimated \$1.4 million in new revenue. A revenue source like this one is substantial and could assist in lowering the property tax rate.

Unrestricted Intergov. – Utility Sales Tax: Of all the projections in this memo, that for sales tax on electricity and the sales tax on piped natural gas are the most uncertain. The budget for FY14-15 marked the first year of a new distribution method for both of these revenue sources. To date, from FY14-15 to FY15-16, there are five quarters worth of collections under the new legislation. The legislation repealed a franchise tax on the product and implemented a sales tax, essentially shifting the burden from the producer to the consumer. Below is a table reflecting the actual and estimated utility sales tax collections:

Utility Sales Tax Comparison

Reflects	Collection	FY12-13	FY13-14	FY14-15	FY15-16
07/01 - 09/30	15-Dec	\$ 165,429.35	\$ 157,925.20	\$ 181,519.79	\$ 280,991.52
10/01 - 12/31	15-Mar	\$ 142,540.11	\$ 153,610.41	\$ 215,459.75	\$ 215,289.15
01/01 - 03/31	15-Jun	\$ 172,758.25	\$ 194,110.36	\$ 276,313.89	\$ 292,231.18
04/01 - 06/30	15-Sep	\$ 142,074.84	\$ 145,417.51	\$ 208,598.18	\$ 209,018.59
		\$ 622,802.55	\$ 651,063.48	\$ 881,891.61	\$ 997,530.44

The budget for utility sales tax in FY16-17 is \$950,000. This proposed budget is below our estimate for FY15-16 since we have not had one full year of actual collections to establish a true baseline budget.

Restricted Intergov. – Powell Bill Street Allocation: Last year, the General Assembly eliminated the tie between the gas tax and Powell Bill funds and instead made the Powell Bill a direct appropriation of state dollars. Since we are in the second year of the legislative biennium and we already know that legislators have allocated \$147.5 million, we know that FY16-17 will be the same amount from FY15-16. The City appreciates the legislature's commitment to keeping Powell Bill funding steady at a time of declining gas tax revenues. The General Assembly could choose to adjust the amount of Powell Bill funds when it returns to Raleigh this summer, but the best projection at this time is that there will be no change in the coming fiscal year.

In addition to Powell Bill funds provided by the State, the City contributes approximately one penny worth of property tax revenue to the program. The total funding budgeted for the Powell Bill line item in FY16-17 is \$476,280.



Permits & Fees: Last year, the City established a business registration fee of \$50 per business. In FY16-17 the City has budgeted to eliminate this fee and install a fire inspection program. This fire inspection program will have a fee associated with each inspection, detailed below:

FIRE INSPECTION PROGRAM - FEE SCHEDULE

SQUARE FOOTAGE	# OF BUSINESSES	FEE	ESTIMATED REVENUE
Minimum up to 1,000 sq.ft.	250	\$50.00	\$12,500.00
1,001 - 5,000 sq. ft.	1050	\$100.00	\$105,000.00
5,001 - 10,000 sq. ft.	275	\$150.00	\$41,250.00
10,001 - 25,000 sq. ft.	125	\$200.00	\$25,000.00
25,001 - 50,000 sq. ft.	75	\$250.00	\$18,750.00
50,001 - 100,000 sq. ft.	50	\$300.00	\$15,000.00
100,001 - 200,000 sq. ft.	15	\$350.00	\$5,250.00
Over 200,000 sq. ft.	10	\$400.00	\$4,000.00
TOTAL			\$226,750

The business registration fee generated an estimated \$50,000 in revenue. The total new revenue generated by the program, minus the business registration fee, is approximately \$176,750. This new program will begin in January 2017 in order to provide adequate time for staff to plan and prepare, in addition to providing business owners ample notice and details about the new program. Since the program is not starting until halfway through the fiscal year, it is estimated that the program will generate \$63,375 of new revenue in FY16-17.

Fund Balance: The North Carolina Local Government Commission recommends that local governments maintain a minimum undesignated fund balance of no less than eight percent (8%) of expenditures. The City of Hendersonville's fund balance goal is a range between 25-35%. Anything in excess of 35% can be transferred to the Capital Reserve Fund at the City Manager's discretion. If the available fund balance drops below the 25% mark, then the City Manager has to present a plan to Council as to how to achieve the adopted goal. The City of Hendersonville's unassigned fund balance on June 30, 2015 is 7,481,896 or 51.74% of expenditures. The City's available fund balance is estimated to drop to \$5,859,378 or 41.51% of expenditures at year end FY15-16. This approximate \$1.6 million decrease in FY15-16 is due to the funding of a capital project ordinance for the N. Oak St. Infrastructure Improvements Project, the creation of a debt service fund, in addition to, the budgeted fund balance appropriation to begin FY15-16. The capital project ordinance and debt service fund are detailed further throughout this document. The current budget proposes appropriating **\$436,981** of fund balance. The estimated available fund balance at the end of FY16-17 is \$5,222,397 or 39.39% of expenditures.

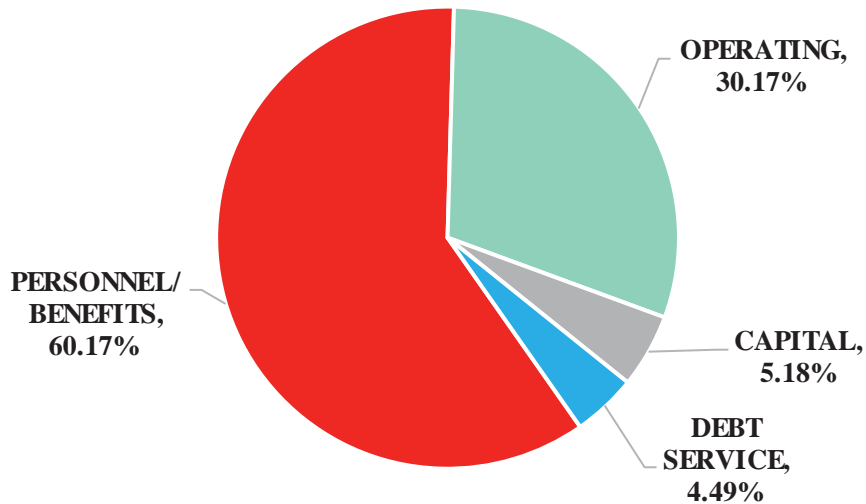


General Fund – Expenditures

The total budget for General Fund expenditures is **\$14,105,954**. This is a \$15,290 decrease over the current year's estimated budget. The table below details the City's General Fund expenditures by type for FY16-17:

GENERAL FUND EXPENDITURES				
EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ 8,184,456	\$ 8,487,151	\$ 302,695	3.70%
OPERATING	\$ 4,262,451	\$ 4,255,080	\$ (7,371)	-0.17%
CAPITAL	\$ 555,546	\$ 730,000	\$ 174,454	31.40%
DEBT SERVICE	\$ 1,118,791	\$ 633,723	\$ (485,068)	-43.36%
SUB-TOTAL	\$ 14,121,244	\$ 14,105,954	\$ (15,290)	-0.11%

The chart below presents each expenditure type as a percent of total expenditures:



Personnel/Benefits: Personnel and benefits type expenditures include salaries, stipends, insurance, retirement contributions, and respective taxes (i.e. income tax, etc...). The total increase, for this expenditure type, between the FY15-16 and FY16-17 budgets is **\$302,695**, or **+3.70%**. The majority of this increase can be contributed to natural personnel growth through merit and market increases. However, there are some minor changes that are highlighted below.

Some significant changes came from medical insurance and worker's compensation insurance.

- Medical Insurance Premium Increase of **+9%** | \approx **+\$58,434** (General Fund)
- Worker's Comp. Ins. Premium Decrease of **-19%** | \approx **-\$26,729** (General Fund)
 - Overall Insurance Costs Increased | \approx **+\$31,705** (General Fund)



The performance based pay program amounts are currently not scheduled to change (**+1.00% Achieves/+1.75% Exceeds/+2.50% Outstanding**). However, the market, “cost-of-living”, adjustment is proposed to be increased from a **+0.50%** increase to a **+1.00%** increase. The adjustment is recommended based off of changes in the Consumer Price Index (CPI), $\approx +1\%$, and Implicit Price Deflator (IPD), $\approx +1\%$, from the prior calendar year (2015).

Finally, there is a request for one additional employee in the Public Works-Building Maintenance Department. The total cost of the additional employee, including benefits and taxes, is estimated to be \approx **\$47,035**. City Staff is proposing to fund this position by removing two temporary employee salaries and benefits costs, \approx **\$26,035**, and utilizing new revenue from the recent cell tower lease, \approx **\$21,000**. Ultimately, the position will require no additional funding.

Operating: Operating type expenditures include everything that is not considered capital, salaries/benefits, or debt, so it includes a wide array of accounts and expenditures. The change between the FY15-16 and FY16-17 budgets is a decrease of **\$7,371**, or **-0.17%**.

During the initial budget review, the FY16-17 operating budget was decreased **\$200,804**. This includes a recommendation to budget **\$100,000** for special appropriations, decrease department operating budgets, and decrease the level of City contingencies.

Capital: Capital type expenditures are physical or intangible assets with an initial value greater than \$5,000 and a projected useful life greater than 5 years. These typically include infrastructure, buildings, vehicles, software, and equipment. The change between the FY15-16 and FY16-17 budgets is an increase of **\$174,454**, or **+31.40%**. This increase is a result of the of the capital budget in FY15-16 being decreased to assist in balancing a budget that originally budgeted to appropriate over \$1 million in fund balance. The capital budget level for FY16-17 is more in line with historical capital budgets which have averaged \$700,000 - \$800,000 over the past ten years. The original request for FY16-17 was decreased by **\$218,000** to reach the final appropriation of **\$730,000**.

Debt Service: Debt service type expenditures are those associated with the payment of principal and interest owed by the City. The change between the FY15-16 and FY16-17 budget is a decrease of **\$485,068**, or **-43.36%**. This decrease is due to the creation of a debt service fund (DSF).



Depicted above, the City will allocate funds from the General Fund fund balance and Capital Reserve Fund fund balance to the newly created Debt Service Fund. These funds total **\$961,414** and will be used to pay for, in their entirety, three of the City's five debt service notes. The remaining two notes will require regular payments, transferred to the DSF from the General Fund. This total annual transfer for FY16-17 is **\$633,723**. The total debt service payment being made in Fund 15 – Debt Service Fund is **\$1,086,718**.



Main Street MSD Fund

The Main St. MSD Fund is a municipal service district (MSD) within the City of Hendersonville. The tax rate for the MSD is **\$0.28** per **\$100** valuation. The Fund supports one full-time and one part-time employee which manage the budget, events, and services that occur in the district.

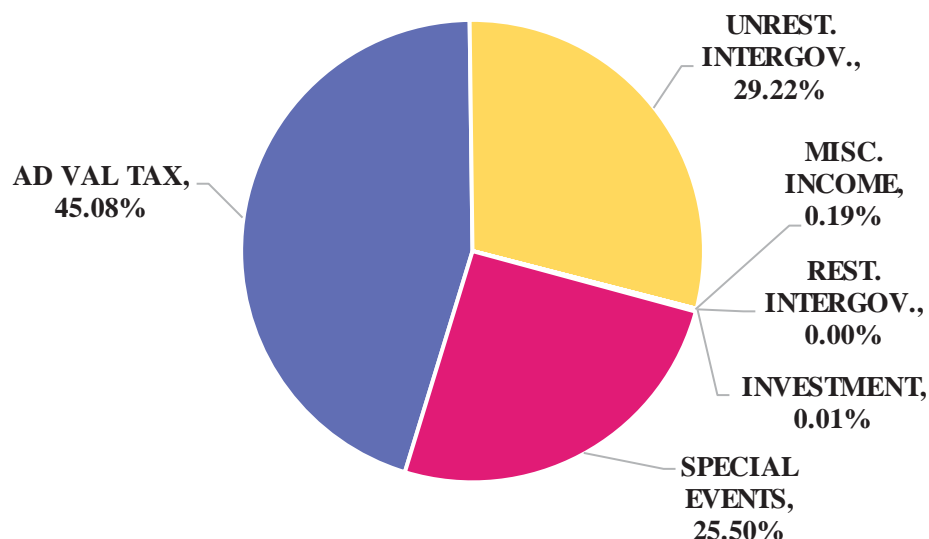
Main Street MSD Fund – Revenues

The following section will detail the City's operating revenues for the Main St. MSD Fund. The Main St. MSD Fund has six primary revenue sources. The total budget for the Main St. MSD Fund revenues, excluding "Other Financing Sources", is **\$527,361**. The table below details the City's Main St. MSD Fund revenues by source for FY16-17:

MAIN ST. MSD FUND REVENUES

REVENUE SOURCE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
AD VAL TAX	\$ 249,564	\$ 237,725	\$ (11,839)	-4.74%
UNREST. INTERGOV.	\$ 100,000	\$ 154,086	\$ 54,086	54.09%
REST. INTERGOV.	\$ 96,000	\$ -	\$ (96,000)	-100.00%
INVESTMENT	\$ 50	\$ 50	\$ -	0.00%
MISC. INCOME	\$ -	\$ 1,000	\$ 1,000	N/A
SPECIAL EVENTS	\$ 127,500	\$ 134,500	\$ 7,000	5.49%
SUB-TOTAL	\$ 573,114	\$ 527,361	\$ (45,753)	-7.98%
OTHER FINANCING SOURCES	\$ 86,531	\$ -	\$ (86,531)	-100.00%
NET TOTAL	\$ 659,645	\$ 527,361	\$ (132,284)	-20.05%

The chart below presents each revenue source as a percent of total revenues:



Ad Valorem Tax: Ad valorem taxes encompass the greatest share of revenue at **\$237,725** or **45.08%** of all revenue. This number is \$11,839 less than the prior year budget and is due to a decrease in what is budgeted for prior year's tax collections. The City Manager recommends that the tax rate remain at **\$0.28** per **\$100** valuation.

Unrestricted Intergov. – Sales Taxes: The Main St. MSD Fund receives a portion of local option sales tax revenue each fiscal year. In prior years this number has been set at a flat rate. The FY16-17 budget proposes that the sales tax distribution be based on assessed value. The Main St. MSD Fund makes up approximately **5%** of the City's total assessed value. This equates to a **\$154,086** portion of total local option sales tax revenues.

Restricted Intergov. – State Allocation: In FY15-16 the Main St. MSD Fund received an allocation totaling \$96,000 from the State earmarked for improvements within the district. The City spent these funds upgrading the Azalea parking lot with new sidewalks, asphalt, painting, landscaping, and lighting. These funds were a one-time allocation for FY15-16, therefore we will see a \$96,000 decrease in budget for FY16-17.

Special Events: There are four Main St. events that generate revenue, five in total. The events and the amount of revenue they generate is listed below:

- Bearfootin' Public Art – \$44,000
- Rhythm & Brews – \$83,500
- Sidewalk Antique Festival – \$6,000
- Trick or Treat Street – \$1,000
- Holiday Events – \$0

Typically, these revenues are expended on the costs to provide the event. Some events do not break even and require funds from other revenue sources.

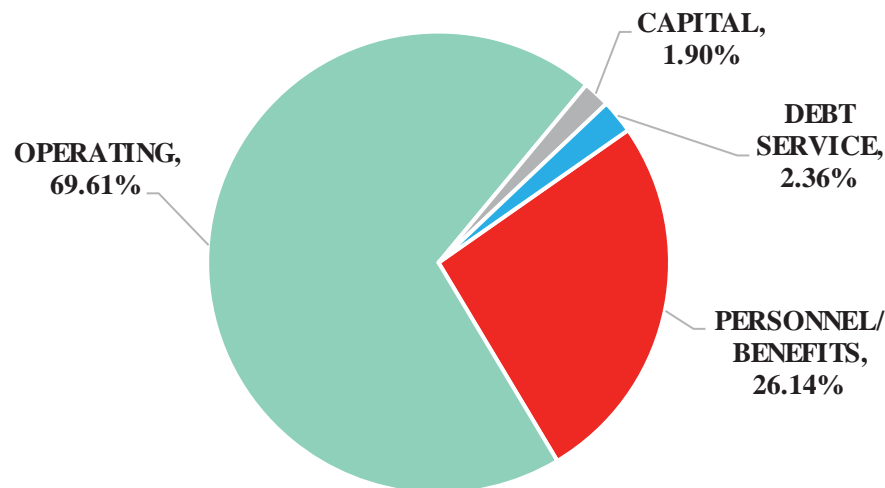


Main Street MSD Fund – Expenditures

The total budget for Main St. MSD Fund expenditures is **\$527,361**. This is \$132,284 less than the current year's estimated budget. The table below details the City's Main St. MSD Fund expenditures by type for FY16-17:

MAIN STREET MSD FUND EXPENDITURES				
EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ 111,379	\$ 137,847	\$ 26,468	23.76%
OPERATING	\$ 353,810	\$ 367,076	\$ 13,266	3.75%
CAPITAL	\$ 182,057	\$ 10,000	\$ (172,057)	-94.51%
DEBT SERVICE	\$ 12,399	\$ 12,438	\$ 39	0.31%
SUB-TOTAL	\$ 659,645	\$ 527,361	\$ (132,284)	-20.05%

The chart below presents each expenditure type as a percent of total expenditures:



Operating expenditures make up the largest portion of total expenditures at 69.61% while personnel/benefits make up another large portion at 26.14% of total expenditures for FY16-17. Events are a major expense related with the Main St. MSD Fund and are included in the operating expenditure type.

Personnel/Benefits: The MSD is supported by one full-time, one permanent part-time, and two temporary employees. They are the Downtown Director, Promotions Coordinator, and Downtown Ambassadors. The increase of \$26,468 is a result of an expanded role for the Promotions Coordinator, which includes an increase in hours and medical insurance coverage, and natural personnel salaries growth.



Operating Expenditures: The regular operating expenditures for the MSD have increased slightly. Part of this increase mirrors the increase in revenues for special events. There are no major changes to report.

Capital: The year to year difference in capital expenditures is **\$172,057**, or **-94.51%**. This substantial decrease is due to an allocation of funds from the General Assembly which went towards an upgraded parking lot and proceeds of debt that were spent on six parking kiosks to be installed in downtown parking lots. The one CIP item that is in the budget for FY16-17 is the electric panel upgrades on Main Street. Two electric panels will be upgraded to more effectively handle the electric demands during special events.

Debt Service: The City received debt proceeds to purchase six parking kiosks in FY15-16. The budget for FY16-17 includes funding for debt service payment which will be regular and recurring for the length of the seven year loan.



7th Avenue MSD Fund

The City of Hendersonville has a second municipal service district (MSD) that runs along 7th Avenue. The tax rate for the MSD is **\$0.12** per **\$100** valuation. The Fund supports street and traffic lights, beautification efforts, advertising, and special events.

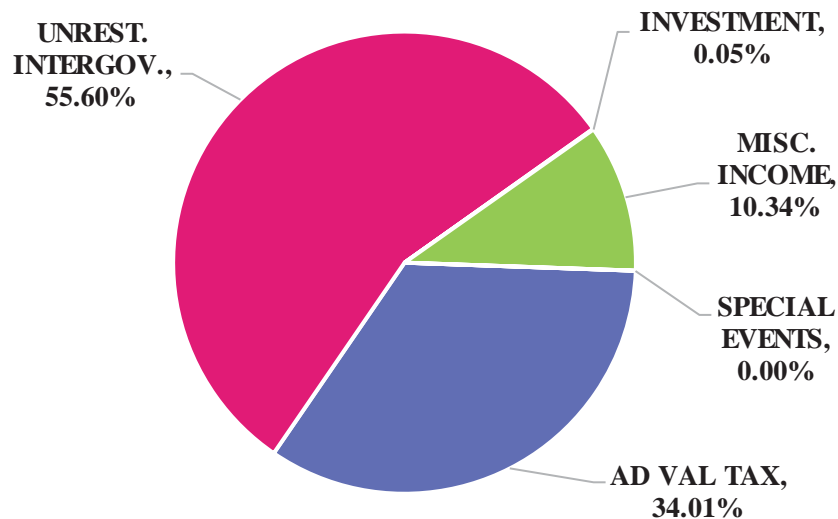
7th Avenue MSD Fund – Revenues

The following section will detail the City's operating revenues for the 7th Avenue MSD Fund. The 7th Avenue MSD Fund has five primary revenue sources. The total budget for the 7th Avenue MSD Fund revenues, excluding "Other Financing Sources", is **\$49,328**.

The table below details the City's 7th Avenue MSD Fund revenues by source for FY16-17:

7TH AVENUE MSD FUND REVENUES				
REVENUE SOURCE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
AD VAL TAX	\$ 17,014	\$ 16,775	\$ (239)	-1.40%
UNREST. INTERGOV.	\$ 6,650	\$ 27,428	\$ 20,778	312.45%
INVESTMENT	\$ 25	\$ 25	\$ -	0.00%
MISC. INCOME	\$ 5,150	\$ 5,100	\$ (50)	-0.97%
SPECIAL EVENTS	\$ -	\$ -	\$ -	0.00%
SUB-TOTAL	\$ 28,839	\$ 49,328	\$ 20,489	71.05%
OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	N/A
NET TOTAL	\$ 28,839	\$ 49,328	\$ 20,489	71.05%

The chart below presents each revenue source as a percent of total revenues:



Ad Valorem Tax: Ad valorem taxes encompass the second greatest share of revenue at **\$16,775** or **34.01%** of all revenue. The City Manager recommends that the tax rate remain at **\$0.12** per **\$100** valuation.

Unrestricted Intergov. – Sales Taxes: The 7th Avenue MSD Fund receives a portion of local option sales tax revenue each fiscal year. In prior years this number has been set at a flat rate. The FY16-17 budget proposes that the sales tax distribution be based on assessed value. The Main St. MSD Fund makes up approximately **1%** of the City's total assessed value. This equates to a **\$27,428** portion of total local option sales tax revenues. This increase makes unrestricted intergovernmental revenue the largest revenue source at **55.60%** of all revenues.

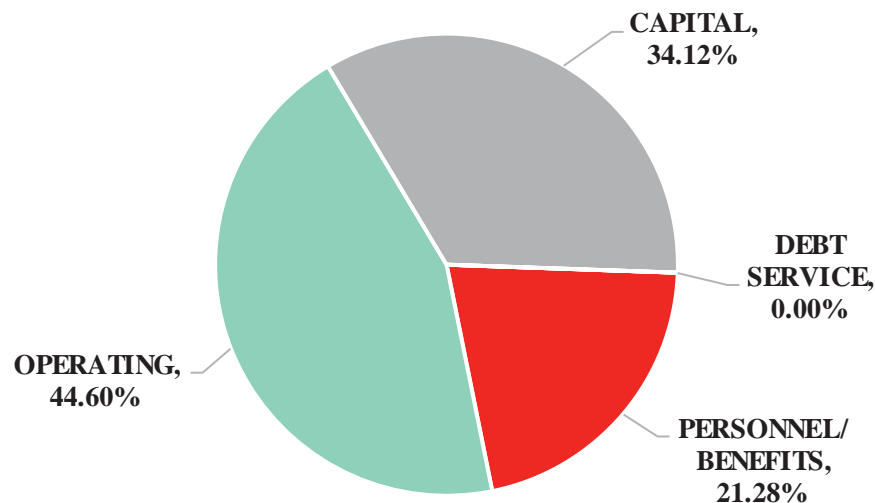


7th Avenue Historic District – Expenditures

The total budget for 7th Avenue MSD Fund expenditures is **\$49,328**. This is \$20,489 more than the current year's estimated budget. The table below details the City's 7th Avenue MSD Fund expenditures by type for FY16-17:

7TH AVENUE MSD FUND EXPENDITURES				
EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ -	\$ 10,496	\$ 10,496	N/A
OPERATING	\$ 28,839	\$ 22,000	\$ (6,839)	-23.71%
CAPITAL	\$ -	\$ 16,832	\$ 16,832	N/A
DEBT SERVICE	\$ -	\$ -	\$ -	N/A
SUB-TOTAL	\$ 28,839	\$ 49,328	\$ 20,489	71.05%

The chart below presents each expenditure type as a percent of total expenditures:



Operating expenditures make up the largest portion of total expenditures at 44.60% while capital expenditures make up another large portion at 34.12% of total expenditures for FY16-17.

Personnel/Benefits: The 7th Avenue MSD Fund, for its first year, is contributing to the cost of salary and benefits for the Downtown Director and Promotions Coordinator. These positions will be working directly for the district. The Fund is paying for approximately 8% of their costs.

Capital: Another significant difference to highlight is the appropriation of funds to capital type expenditures. Due to the increase in sales tax revenue the Fund now has the capacity to authorize CIP projects. This funding will go towards Locust St. and 7th Avenue infrastructure upgrades, including banners, paint, and hanging baskets.



Water & Sewer Fund

The Water and Sewer Fund is an enterprise fund and is primarily funded through user charges. The Fund is the largest part of the City of Hendersonville's operating budget, **54.92%** or **\$19,579,249** of the total \$35,656,938 budget for FY16-17. A major part of the budget are transfers to capital project ordinances and the reimbursement of costs associated with NCDOT projects. These costs total approximately **\$2,531,195**.

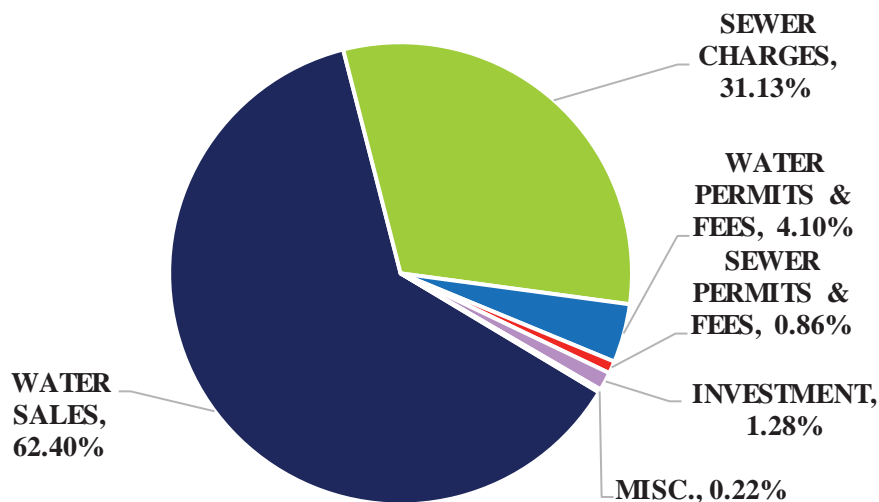
Water & Sewer Fund – Revenues

The following section will detail the City's operating revenues for the Water and Sewer Fund. The total operating revenue budget for this Fund, excluding "Other Financing Sources" is **\$14,847,009**. The following table shows the revenues for FY16-17:

WATER/SEWER FUND REVENUES

REVENUE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
WATER SALES	\$ 9,066,000	\$ 9,263,997	\$ 197,997	2.18%
SEWER CHARGES	\$ 4,415,000	\$ 4,622,362	\$ 207,362	4.70%
WATER PERMITS & FEES	\$ 564,000	\$ 609,000	\$ 45,000	7.98%
SEWER PERMITS & FEES	\$ 126,850	\$ 128,250	\$ 1,400	1.10%
INVESTMENT	\$ 190,000	\$ 190,000	\$ -	0.00%
MISC.	\$ 79,200	\$ 33,400	\$ (45,800)	-57.83%
SUB-TOTAL	\$ 14,441,050	\$ 14,847,009	\$ 405,959	2.81%
OTHER FINANCING SOURCES	\$ 7,329,979	\$ 4,736,626	\$ (2,593,353)	-35.38%
NET TOTAL	\$ 21,771,029	\$ 19,583,635	\$ (2,187,394)	-10.05%

The chart below presents each operating revenue source as a percent of total revenues:



Water Sales and Sewer Charges: As depicted above, revenue growth is dependent on “Water Sales” and “Sewer Charges”. The increase in these accounts reflects a proposed increase in rates, detailed below. Rates have not been adjusted in three fiscal years and can drive a reliance on fund balance appropriations to pay for normal operations if not addressed.

Considering financial sustainability and information provided from the utility’s stakeholders, management recommends the Water and Sewer Fund rates be adjusted in the following manner:

WATER/SEWER RATES

TYPE	INSIDE CITY		OUTSIDE CITY	
	RES.	COMM.	RES.	COMM.
BASE CHARGE	3.00% ↑	3.00%	0.50% ↑	0.50%
LOW TIER	3.00% ↑	3.00%	0.50% ↑	0.50%
MID TIER	3.00% ↑	3.50%	0.50% ↑	1.50%
HIGH TIER	3.00% ↑	3.50%	0.50% ↑	1.50%

The recommendation is estimated to generate ≈\$214,358 in revenue and have the following impact on a customer:

CUSTOMER IMPACT

CUSTOMER	OLD BILL	NEW BILL	MONTHLY DIFF.	ANNUAL DIFF.
R INSIDE 5,000 GALLONS	\$ 47.15	\$ 48.56	\$ 1.41	\$ 16.97
R OUTSIDE 5,000 GALLONS	\$ 74.13	\$ 74.50	\$ 0.37	\$ 4.45
C/I INSIDE 10,000 GALLONS	\$ 82.40	\$ 84.87	\$ 2.47	\$ 29.66
C/I OUTSIDE 10,000 GALLONS	\$ 130.43	\$ 131.08	\$ 0.65	\$ 7.83
C/I INSIDE >40,000 GALLONS	\$ 267.90	\$ 277.28	\$ 9.38	\$ 112.52
C/I OUTSIDE >40,000 GALLONS	\$ 424.23	\$ 430.59	\$ 6.36	\$ 76.36
C/I INSIDE >200,000 GALLONS	\$ 1,305.90	\$ 1,351.61	\$ 45.71	\$ 548.48
C/I OUTSIDE >200,000 GALLONS	\$ 2,017.83	\$ 2,048.10	\$ 30.27	\$ 363.21

R = Residential C/I = Commercial/Industrial

There are multiple variables that play into this recommendation. First, management recommends small increases in rates year after year rather than large increases all at once. This strategy will decrease “sticker shock” when the customer receives their bill. This will be one of many small increases recommended over the coming years. Second, management recommends decreasing the discrepancy between outside customer bills and inside customer bills. The stakeholder meeting identified this as an issue. Lastly, the commercial tiers are set up on a declining block rate, which means the more the customer uses, the less they pay. Management is recommending we slowly bring this declining block towards a unified rate. This is an effort to enhance the priority of environmental conservation.



Other Financing Sources – Transfer in from Capital Reserve Fund: The Water and Sewer Fund budget in FY16-17 includes a transfer in from its capital reserve fund. The transfer totals **\$2,263,753**. The transfer will provide funding for NCDOT reimbursements, a transfer to the SCADA Improvements capital project ordinance, and a transfer to the Rutledge Rd. Improvements capital project ordinance.

Fund Balance: Much like the General Fund, the Water and Sewer Fund maintains a fund balance or retained earnings. However, the LGC does not provide a recommended minimum level. The City Council has established and adopted its own policy goal of a range from 50% - 75%. This level is higher than the General Funds because water and sewer type infrastructure and expenditures are typically larger. The current fund balance is **\$22,307,069** as of June 30th, 2015, or **143.92%** of estimated operating expenditures as of June 30th, 2016. In the FY15-16 budget, the City transferred **\$4,586,327** to capital project ordinances. Additionally, there was a year-end conversion entry that should not have been made during the annual audit which caused an internal reporting misstatement of **\$2,641,891**. This misstatement will have to be adjusted in the current year, and will decrease the fund balance by the aforementioned amount.

The total estimated fund balance as of June 30th, 2016 is **\$14,489,900**, or **93.48%** of total estimated operating expenditures as of June 30th, 2017. It is estimated that at year end, FY16-17, the Water and Sewer Fund's fund balance will be **\$12,681,228**, or **81.81%** of budgeted expenditures. This decrease reflects an estimated year end fund balance appropriation of \$1,708,673. The 81% is still above the City Council's fund balance goal.



Water & Sewer Fund – Expenditures

Hendersonville Water and Sewer is responsible for providing water service to more than 62,000 residents and businesses of Hendersonville and Henderson County and sewer service to more than 19,000 residents and businesses. The Department is also responsible for the operation and maintenance of over 580 miles of water mains (ranging in size from 2-inches to 24-inches), 57 water pumping stations, 24 water storage tanks (ranging in size from 100,000-gallons to 5,000,000-gallons), over 185 miles of sewer mains (ranging in size from 3-inches to 42-inches) and 37 sewer pumping stations.

The Water and Sewer Fund continues to evaluate and improve its already high quality services through work with various outside consultants, stakeholder groups, and internal strategic priority meetings. The recommended expenditures in this memo reflect the priorities identified in the aforementioned initiatives. Below is a breakdown of the Fund's total expenditures:

WATER/SEWER FUND EXPENDITURES

EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ 5,265,057	\$ 5,488,493	\$ 223,436	4.24%
OPERATING	\$ 6,171,041	\$ 6,331,587	\$ 160,546	2.60%
CAPITAL	\$ 6,573,899	\$ 4,020,933	\$ (2,552,966)	-38.83%
DEBT SERVICE	\$ 3,761,032	\$ 3,742,622	\$ (18,410)	-0.49%
SUB-TOTAL	\$ 21,771,029	\$ 19,583,635	\$ (2,187,394)	-10.05%

It is important to note that these total expenditures include major one-time capital transfers that do not accurately represent true operating expenditures for the Water and Sewer Fund. Below is the same table without those major one-time costs:

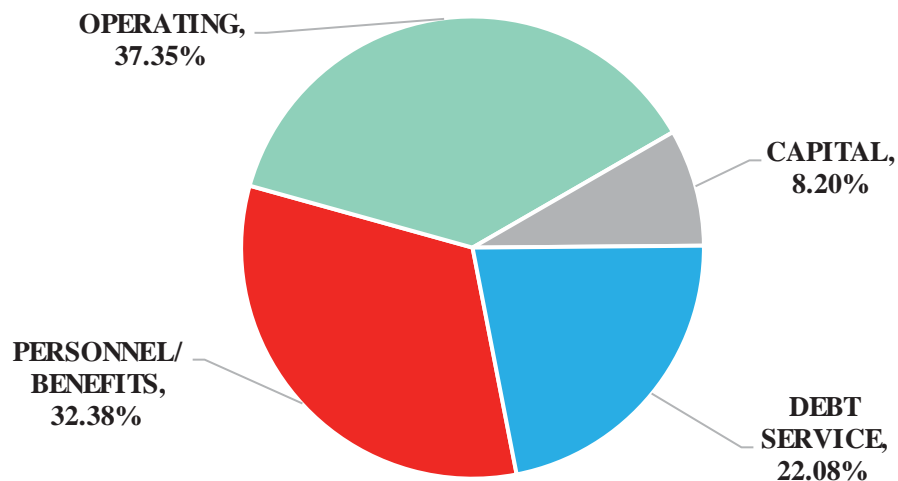
WATER/SEWER FUND OPERATING EXPENDITURES

EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ 5,265,057	\$ 5,488,493	\$ 223,436	4.24%
OPERATING	\$ 6,171,041	\$ 6,331,587	\$ 160,546	2.60%
CAPITAL	\$ 1,987,572	\$ 1,389,738	\$ (597,834)	-30.08%
DEBT SERVICE	\$ 3,761,032	\$ 3,742,622	\$ (18,410)	-0.49%
SUB-TOTAL	\$ 17,184,702	\$ 16,952,440	\$ (232,262)	-1.35%

The second table is a more accurate depiction of recurring operating costs in the Water and Sewer Fund. Those one-time expenditures that were removed from the data include seven capital project ordinances and two NCDOT reimbursements. The Fund had a substantial available fund balance and those excess funds were used to pay for these major one-time projects and reimbursements.



The chart below presents each expenditure type as a percent of total expenditures:



The above chart reflects the Fund's expenditures less the major one-time transfers and NCDOT reimbursements.

Personnel/Benefits: The total change for this expenditure type is an increase of **\$223,436**, or **+4.24%** in FY16-17. A very small portion of this increase is occurring from natural growth. The increase attributed to natural growth is so low because of multiple tenured employee retirements. The remainder of the increase, approximately **\$215,000**, is the result of recommended new positions. After an internal strategic meeting facilitated by Fountain Works consultants, management and staff created a long-term vision of the WSF organizational structure. The objective was to create a structure that would efficiently and effectively meet the vision and value statements identified by City Council. The new positions identified to meet this objective include:

Business Operations Manager (1)

Business/Financial Analyst (1)

Environmental Service Tech. (2)

Elec. & Ins. Tech. (1)

Line Maint. Crew Leader (1)

Line Maint. Mechanic (2)

Design Engineer (1)

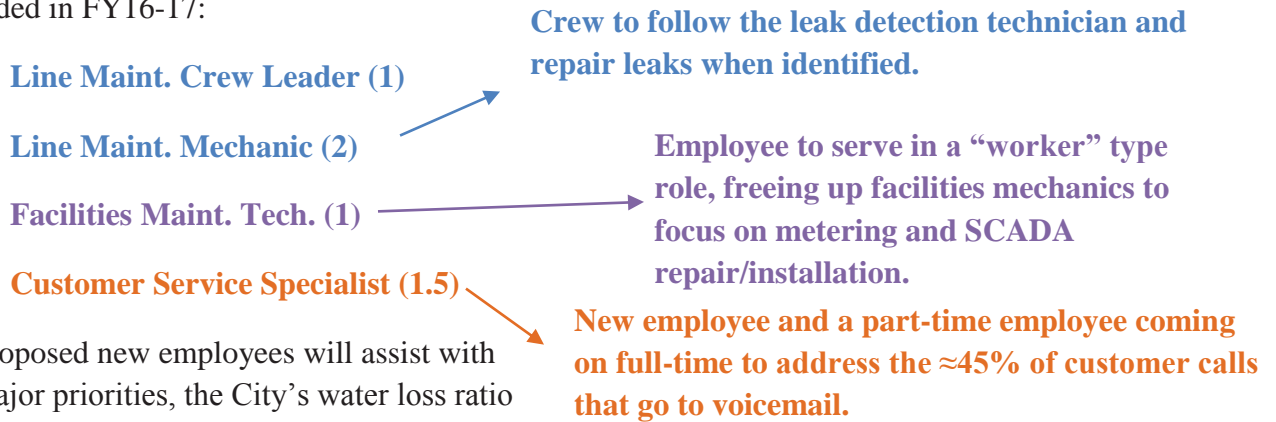
Surveyor (1)

Customer Service Specialist (3.5)

Fac. Maint. Tech. (2)



Again, this is a long-term vision and will be competing with other expenditure priorities. It is recommended that the following positions be funded in FY16-17:



The proposed new employees will assist with two major priorities, the City’s water loss ratio and customer service.

Operating Expenditures: The total change for this expenditure type is an increase of **\$160,546**, or **+2.60%** in FY16-17. This increase reflects additional funding being provided for water and sewer construction supplies and materials.

Capital: When looking at capital expenditure types it is important to differentiate the level of recurring pay-as-you-go capital and major one-time capital projects. The total change for this expenditure type, recurring expenditures only, is a decrease of **\$597,834**, or **-30.08%** in FY16-17. Management recommends recurring capital pay-as-you-go expenditures range from **\$1.3-\$1.8** million each year. This level is necessary to ensure a financially sustainable future, because recent expenditure trends have required substantial appropriations of fund balance.

In addition, to the basic pay-as-you-go capital needs, there are major capital projects that were discussed in the Fountain Works strategic meeting. These projects have substantially higher costs and are listed below:

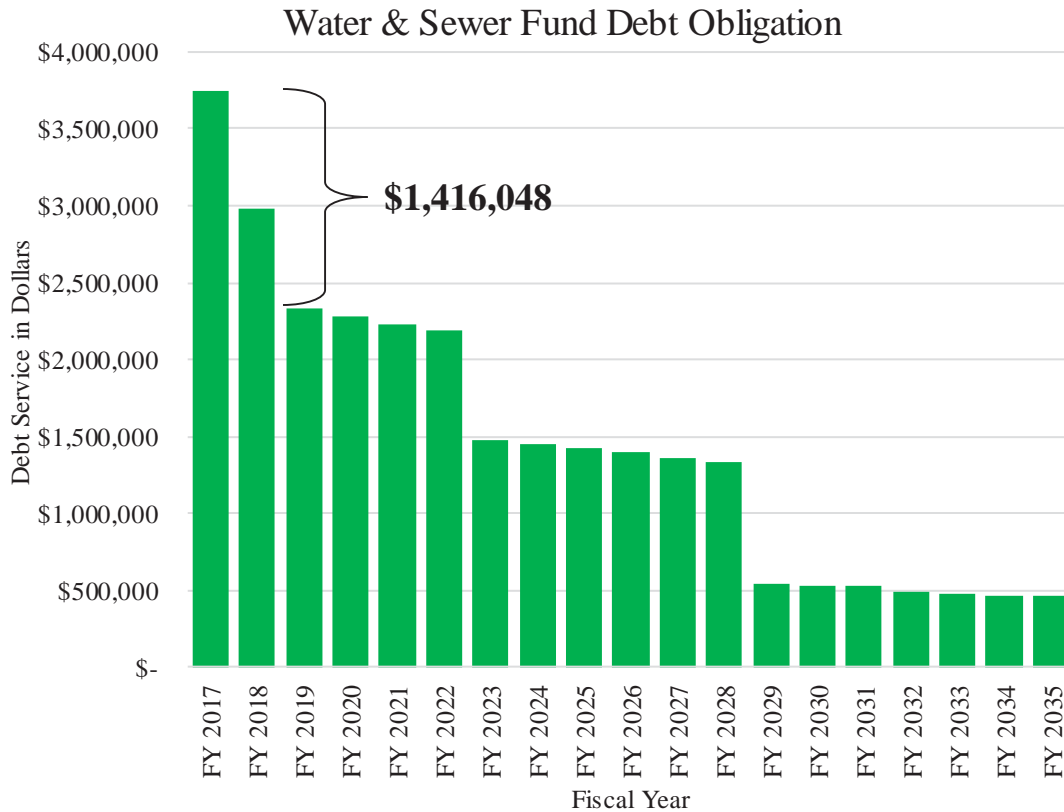
Centrifuge Upgrade	Eastside Transmission Main, Phase II
French Broad Water Intake	Mud Creek Sanitary Sewer Improvements
N. Main St. Water/Sewer Impr.	Northside Water Improvements
Rutledge Rd. Water Impr.	SCADA System Upgrade
WWTP Generator/ATS	WWTP Gravity Filter Replacement
WWTP Sludge Drying System	

The projects highlighted in **red** were partially or fully funded using available fund balance and are located in capital project ordinances.



Debt Service: The total change for this expenditure type is a decrease of **\$18,410**, or **-0.49%** in FY16-17. This is a normal decrease in the interest charged on outstanding principal.

The following chart displays the Water and Sewer Fund's debt obligation through FY34-35:



The chart depicts the Water and Sewer Fund's debt obligation decreasing substantially in FY17-18 and FY18-19. This decrease totals **≈\$1,416,048** and this funding is a critical piece of the WSF expenditure strategy over the coming years. It is recommended that this debt capacity be used for the aforementioned personnel, operating, and major capital outlay priorities. The specific use of these funds will need to be further prioritized throughout FY16-17.



Environmental Services Fund

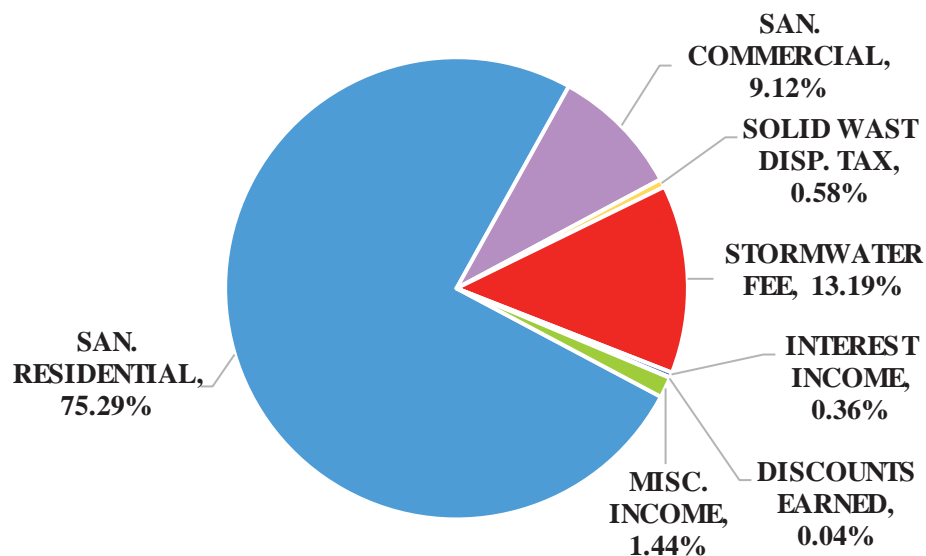
The Environmental Services Fund is an enterprise fund that provides sanitation and stormwater services. The Sanitation Division has a total of fourteen employees and is managed by the Public Works Director. The Stormwater Division has two employees and is managed by the Public Works Director and City Engineer. The Environmental Services Fund Budget totals **\$1,390,660** for FY16-17.

Environmental Services Fund – Revenues

The Environmental Services Fund has seven main sources of revenue, the largest being user fees charged for services. The following breakdown of operating revenues does not include “Other Financing Sources”. The table below displays the Fund’s revenues by source:

ENVIRONMENTAL SERVICES FUND REVENUES				
REVENUE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
SAN. RESIDENTIAL	\$ 930,846	\$ 1,047,003	\$ 116,157	12.48%
SAN. COMMERCIAL	\$ 116,212	\$ 126,766	\$ 10,554	9.08%
SOLID WAST DISP. TAX	\$ 8,000	\$ 8,000	\$ -	0.00%
STORMWATER FEE	\$ 153,391	\$ 183,391	\$ 30,000	19.56%
INTEREST INCOME	\$ 5,000	\$ 5,000	\$ -	0.00%
DISCOUNTS EARNED	\$ 500	\$ 500	\$ -	0.00%
MISC. INCOME	\$ 5,000	\$ 20,000	\$ 15,000	300.00%
SUB-TOTAL	\$ 1,218,949	\$ 1,390,660	\$ 171,711	14.09%

The chart below presents each operating revenue source as a percent of total revenues:



Sanitation Fees – Residential and Commercial: These fees contain a recommended increase of \$2 for each rate in the rate structure for the FY16-17 budget. This increase is necessary to ensure financial sustainability for the fund. The table below provides revenue in detail and in total, and expenditures in total, with the last row providing the difference total expenditures over/(under) total revenues:

SANITATION REVENUES				
REVENUE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	
RESIDENTIAL	\$ 930,846.00	\$ 1,047,003.00	\$	(116,157.00)
COMMERCIAL	\$ 116,212.00	\$ 126,766.00	\$	(10,554.00)
SWD TAX	\$ 8,000.00	\$ 8,000.00	\$	-
INTEREST INCOME	\$ 5,000.00	\$ 5,000.00	\$	-
DISCOUNTS	\$ 500.00	\$ 500.00	\$	-
MISC. INCOME	\$ 5,000.00	\$ 5,000.00	\$	-
SANITATION REV.	\$ 1,065,558.00	\$ 1,192,269.00	\$	(126,711.00)
SANITATION EXP.	\$ 1,187,255.00	\$ 1,172,639.00	\$	(14,616.00)
EXP. OVER/(UNDER) REV.	\$ 121,697.00	\$ (19,630.00)	\$	(19,630.00)

The table shows that in FY15-16 sanitation revenues were \$121,697 short of sanitation related expenditures. This gap was funded with revenues from the Fund's "Stormwater Fee" and fund balance appropriations. The "Budget FY16-17" column displays budgeted revenues after fees are increased by two dollars. The recommended level of revenues are \$19,630 greater than budgeted expenditures. This is a financially sustainable recommendation and the excess revenues will cover future growth and debt service.

Stormwater Fee: This fee is set at a base rate of \$2 per customer. The revenue funds stormwater related costs which include, street sweeping, NPDES stormwater permit requirements, public education and outreach, stream bank stabilization, post-construction stormwater management, illicit discharge detection and elimination, pollution prevention, and stormwater related capital projects.

This fee was originally billed to those who receive sanitation services within the City. It is recommended that in FY16-17 all water customers in the City and ETJ be billed. This recommendation should more accurately cover customers who receive the benefits of stormwater services. The City's ETJ is included because the NPDES permit requires the City to be responsible for streams and stormwater services in the ETJ. This structure will result in an increase in customers and will provide an additional estimated \$30,000 in revenue.



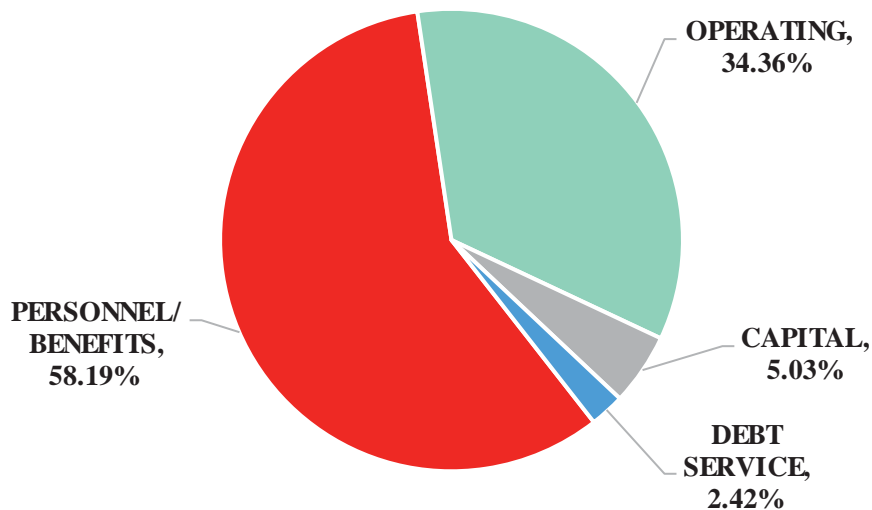
Environmental Services Fund – Expenditures

The Environmental Services Fund serves two major functions stormwater and sanitation. In addition, it provides funding for fleet maintenance, non-departmental services, and debt service payments. The table below details the City’s Environmental Services Fund expenditures by type for FY16-17:

ENVIRONMENTAL SERVICES FUND EXPENDITURES

EXPENDITURE TYPE	ESTIMATE FY15-16	BUDGET FY16-17	DOLLAR CHANGE	PERCENT CHANGE
PERSONNEL/BENEFITS	\$ 736,183	\$ 809,231	\$ 73,048	9.92%
OPERATING	\$ 455,249	\$ 477,801	\$ 22,552	4.95%
CAPITAL	\$ 276,015	\$ 70,000	\$ (206,015)	-74.64%
DEBT SERVICE	\$ 34,016	\$ 33,628	\$ (388)	-1.14%
SUB-TOTAL	\$ 1,501,463	\$ 1,390,660	\$ (110,803)	-7.38%

The chart below presents each expenditure type as a percent of total expenditures:



Personnel/Benefits: The personnel and benefits type expenditures are estimated to increase \$73,048, or 9.92% in FY16-17. This is the result of hiring a “Stormwater Quality Specialist”. By making sanitation financially sustainable, the “Stormwater Fee” can now fully fund stormwater related expenditures. This additional revenue provided funding for the additional position. This position will assist in meeting federally mandated stormwater requirements and begin to set-up a long-range strategic plan for the City’s stormwater function.



Operating Expenditures: The operating expenditures for this Fund have increased slightly in FY16-17, \$22,552 in total. The increase is associated with the operating costs associated with the stormwater program.

Capital: The capital type expenditures depict a decrease of \$206,015, or -74.64% in FY16-17. In FY15-16, the City took out a loan for a new garbage truck which cost \$221,996. Additionally, the City appropriated another \$54,025 for a new knuckle boom. The large decrease in budgeted appropriations for FY16-17 is a result of the large garbage truck replacement expenditure in FY15-16.

The \$70,000 in the budget for FY16-17 is for two stormwater improvement projects. The first, is a drainage project on Maple St. from 7th Avenue to 4th Avenue. The second, is a public private stormwater improvements project along 4th Avenue West. Please reference the City's Capital Improvements Plan (CIP) for more information on these projects.

Debt Service: The budgeted appropriation in the debt service type expenditure line is for loan payments on the most recent garbage truck purchase. The CIP details another garbage truck replacement in FY17-18. Debt service appropriations are expected to increase in the coming fiscal years.



Other Funds

In addition to the five major funds, the City budgets for a variety of other funds. These include special revenue funds, capital reserve funds, internal service funds, and debt service funds. A summary of these funds is provided below:

OTHER FUNDS		
FUND	FUND TYPE	BUDGET FY16-17
CAPITAL RESERVE FUND - WS	Capital Reserve	\$ -
CAPITAL RESERVE FUND - GF	Capital Reserve	\$ 2,263,753.00
DEBT SERVICE FUND	Debt Service	\$ 1,086,718.00
FIRE - CAR SEAT FUND	Spec. Revenue	\$ 2,250.00
FIRE - COMMUNITY FUND	Spec. Revenue	\$ 200.00
HEALTH AND WELFARE FUND	Internal Service	\$ 299,973.00
HISTORIC PRESERVATION COMMISSION	Spec. Revenue	\$ 15,000.00
POLICE - DARE	Spec. Revenue	\$ 2,000.00
POLICE - DRUG FORFEITURES	Spec. Revenue	\$ 80,000.00
POLICE - KENNEL CLUB	Spec. Revenue	\$ 1,500.00
POLICE - MOTOR UNIT	Spec. Revenue	\$ 800.00
POLICE - NEED PERSONS	Spec. Revenue	\$ 8,000.00
POLICE - RAD	Spec. Revenue	\$ 1,900.00
POLICE - YOUTH EXPLORERS	Spec. Revenue	\$ 2,000.00

A more detailed description of these other funds can be found in the “Other Funds” section of the budget for FY16-17.



In summary, this proposed budget is balanced in accordance with State statutes and attempts to address the priorities, which have been set by the City Council for the 2016-2017 Fiscal Year. The budget is fiscally sound, and although it does not fund all the requests made by departments or external agencies, it does address the top priority needs of the City and is set at a level to maintain a high level of service for Hendersonville citizens, customers, and partners.

My appreciation is expressed to Brian Pahle, Lisa White, and other Staff members who helped in preparing this budget.

I recommend this proposed budget for Fiscal Year 2016-2017 to the Mayor and City Council.

Respectfully submitted,



John F. Connet
City Manager

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Ordinance # _____

BUDGET ORDINANCE

**AN ORDINANCE MAKING APPROPRIATIONS FOR CERTAIN EXPENSES,
CAPITAL IMPROVEMENTS AND INDEBTEDNESS OF
THE CITY OF HENDERSONVILLE, NORTH CAROLINA
FOR THE YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017**

WHEREAS, the City of Hendersonville is coming to the conclusion of its fiscal year and will enter into a new fiscal year on July 1, 2016; and

WHEREAS, it is necessary and required that prior to entering into a new fiscal year a budget must be passed and adopted for the operation of the city government; and

WHEREAS, a public hearing and a work session have been held wherein the public has been notified and invited to be present.

THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA:

SECTION 1: The following amounts are hereby appropriated for the operating budget for the City of Hendersonville and its activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this City:

General Fund	\$14,095,970
Downtown Tax District	\$527,361
Seventh Avenue District	\$49,328
Water/Sewer Fund	\$19,583,635
Environmental Services Fund	\$1,390,660
TOTAL APPROPRIATIONS	\$35,656,938
Less: Interfund Transfers Out	\$2,030,523
TOTAL NET APPROPRIATIONS	<u>\$33,626,415</u>

SECTION 2: That the attached detailed budget document be, and the same reflects the estimated revenues, revenue contributions, and budget appropriations of the City of Hendersonville, North Carolina, for the period beginning July 1, 2016, and ending June 30, 2017. A copy of said document will be available for inspection in the Office of the City Clerk.

SECTION 3: That the City Clerk has published notice of this public hearing and a summary of the proposed budget in a newspaper of local circulation.



SECTION 4: That no appropriations for salaries shall be changed unless authorized by the Council. Appropriations between departments or divisions within one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager for the purpose of equalizations when necessary as long as the original total appropriated balance for the fund is not changed. Appropriations within a departments, other than salaries, may be transferred by the department head to make equalizations when necessary.

SECTION 5: There is hereby levied a tax at the rate of forty-six cents (\$0.46) per one hundred dollars valuation of property as listed for taxes as of March 1, 2016. This rate is based on an estimated total valuation of property for the purpose of taxation of \$1,717,287,880 and estimated collection rate of 97.5%.

A tax rate is also levied of twelve (\$0.28) per one hundred dollars (\$100) valuation of property as listed for taxes as of March 1, 2016, for the Main Street Municipal Service District formed upon a petition of some of the property owners, established for the purpose of infrastructure improvements and special events in the district. This rate is based on an estimated total valuation of property for the purpose of taxation of \$84,194,402 and an estimated collection rate of 97.5%.

A tax rate is also levied of twelve (\$0.12) per one hundred dollars (\$100) valuation of property as listed for taxes as of March 1, 2016, for the Seventh Avenue Municipal Service District formed upon a petition of some of the property owners, established for the purpose of infrastructure improvements and special events in the district. The rate is based on an estimated total valuation of property for the purpose of taxation of \$15,703,558 and an estimated collection rate of 97.5%.

There is hereby adopted an official *Fee Schedule* listing specific fees, business licenses, and utility rates charged by the City of Hendersonville for:

- a) the use of City facilities and equipment for the purposes of making them available to public
- b) specific utility rates the proceeds of which are for the maintenance and expansion of its water and sewer system
- c) the reproduction of public records and other miscellaneous services to cover the actual cost of producing these documents and information under the provision of NCGS §132-6.2
- d) other various fees associated with enhanced direct services provided by the City.

The *Fee Schedule* is incorporated by reference and placed on file in the Office of the City Clerk.



SECTION 6: That the capital items identified on the following schedule and forecasted for acquisition over the upcoming five-year period be adopted as the official Capital Improvement Plan of the City of Hendersonville.

The *Capital Improvement Plan* is incorporated by reference and placed on file in the office of the City Clerk.

SECTION 7: The City's Position Allocation to Salary Range which provides all jobs and associated pay bands be adopted as the official Pay and Classification Schedule of the City of Hendersonville.

The *Pay and Classification Schedule* is incorporated by reference and placed on file in the office of the City Clerk.

SECTION 8: The following amounts are hereby appropriated for the special budgets for the City of Hendersonville and its activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this City:

Capital Reserve Fund – GF	\$0
Capital Reserve Fund – WS	\$2,263,753
Debt Service Fund	\$1,086,718
Fire – Car Seat Fund	\$2,250
Fire – Community Fund	\$200
Health and Welfare Fund	\$299,973
Historic Preservation Commission	\$15,000
Police – DARE	\$2,000
Police – Drug Forfeitures	\$80,000
Police – Motor Unit	\$800
Police – Needy Persons	\$8,000
Police – RAD	\$1,900
Police – Youth Explorers	\$2,000

SECTION 9: That copies of this Budget Ordinance shall be furnished to the City Clerk, City Manager and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

SECTION 10: This ordinance shall become effective on and after July 1, 2016.

SECTION 11: That all ordinances and parts of ordinances in conflict herewith be and the same hereby repealed.



Passed and adopted at the regular meeting of the City Council of the City of Hendersonville, North Carolina, held this 2nd day of June, 2016.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

Tammie K. Drake, MMC, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
ADMINISTRATION	
Application for Certificate of Public Convenience & Necessity (taxicab)	\$60.00
CDs	\$1.00
Copy Charges (per page)	
Black	\$0.15
Color	\$0.25
Special Event Vendors: (per day)	
Food Vendors	\$30.00
Non-Food Vendors	\$15.00
DEVELOPMENT ASSISTANCE	
Administrative Review	No Charge
Annexation Waiver, Voluntary (contiguous or satellite)	\$26.00
Comprehensive Plan (per page)	
Black	\$0.15
Color	\$0.25
Conditional Use	\$200.00
Copy Charges (per page)	
Black	\$0.15
Color	\$0.25
Large Format Copy	\$10.00
Demolition Admin Fee	\$100.00
Floodplain Development Permit	\$300.00
Non-Conforming Use	\$100.00
Nuisance Fee (Admin. Cost Doubles for each Offense within a Year)	Cost + \$100 Admin. Cost
Sign Permits (based on cost of sign)	
Minimum	\$40.00
\$1,000	\$45.00
\$2,000	\$50.00
\$3,000	\$55.00
\$4,000	\$60.00
\$5,000	\$65.00
\$6,000	\$70.00
\$7,000	\$75.00
\$8,000	\$80.00
\$9,000	\$85.00
\$10,000	\$90.00
Over \$10,000	\$40.00 per \$1000 over \$10,000
Site Plan Reviews & Amendments	
Commercial, Industrial or Institutional	
5,000 - 19,999 square feet in floor area	\$300.00
20,000 - 50,000 square feet in floor area	\$450.00
Minor Planned Residential Developments	
3 - 10 dwellings	\$300.00
11 - 50 dwellings	\$450.00
Special Use Reviews & Amendments	\$100/acre (\$500 minimum)



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
DEVELOPMENT ASSISTANCE	
Street Closing Petition (\$1000 deposit)	Actual Cost
Subdivision Ordinance (per page)	\$0.15
Subdivision Plats	\$20/lot
Telecommunications Towers, Antennas and Equipment	
Basic Permit (C-3, I-1)	\$450.00
Special Use Permit	\$2500.00 ¹
Temporary Use Permit	\$60.00
Traffic Impact Analysis Study	\$1,000.00
Variance	\$75.00
Zoning Map	\$5.00
Zoning Ordinance (per page)	\$0.15
Zoning Ordinance Map Amendment (Legislative Rezoning)	
Commercial or Industrial	\$275.00
Residential < 3 acres	\$175.00
Residential > 3 acres	\$225.00
Zoning Ordinance Text Amendments	\$175.00
Zoning Permit	\$50.00

¹Applicable only to applications required to meet the additional standards contained in Section 16-4-23.4.

Fees for towers proposed for siting in PCD or PID district are included in the fee for special use review.

FIRE DEPARTMENT	
<u>Operational Permits</u>	
ABC License Fee	\$50.00
Amusement Buildings	\$50.00
Carnival and Fairs	\$50.00
Covered Mall Buildings	\$50.00
Exhibits and trade shows (per event)	\$50.00
Explosives	\$100.00
Fire Hydrants and Valves	\$50.00
Flammable and Combustible Liquids	\$100.00
Fumigation and thermal insecticide fogging	\$100.00
Private Hydrants	\$50.00
Pyrotechnic special effects material	\$100.00
Spraying and Dipping	\$100.00
Temporary membrane structures, tents, and canopies (excludes special events)	\$50.00
<u>Construction Permits</u>	
Automatic fire extinguishing systems	\$100.00
Compressed gas	\$100.00
Fire alarm and detection systems and related equipment	\$100.00
Fire pumps and related equipment	\$100.00
Flammable and Combustible liquids	\$100.00
Hazardous Materials	\$100.00
Industrial Ovens	\$100.00
LP Gas	\$100.00
Private fire hydrant	\$100.00
Spraying and Dipping	\$100.00
Standpipe systems	\$100.00
Temporary membrane structures, tents, canopies (Fee per site) (excludes special events)	\$50.00



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
FIRE DEPARTMENT	
<u>Construction Plans Review</u>	
Commercial hood suppression systems	\$100.00
Explosives and fireworks	\$100.00
Petroleum tanks and appurtenances	\$100.00
<u>Sprinkler systems and fire alarm systems:</u>	
1-50,000 square feet	\$50.00
50,001 to 75,000 square feet	\$100.00
75,001 to 100,000 square feet	\$150.00
100,001 to 150,000 square feet	\$200.00
150,001 square feet and over	\$300.00
Work without a permit	\$250.00
<u>Fire Inspection Fees</u>	
Minimum up to 1,000 square feet	\$50.00
1,001 - 5,000 square feet	\$100.00
5,001 - 10,000 square feet	\$150.00
10,001 - 25,000 square feet	\$200.00
25,001 - 50,000 square feet	\$250.00
50,001 - 100,000 square feet	\$300.00
100,001 - 200,000 square feet	\$350.00
Over 200,000 square feet	\$400.00
Re-inspection Fee (Follow-up) per re-inspection	\$100.00
<u>Hazardous Material Response Fees</u>	
Engine Company Response - per engine (per hr.)	\$150.00
Ladder/Truck Response - per ladder/truck (per hr.)	\$200.00
Chief Officer - per officer (per hr.)	\$75.00
Fire Marshal/Deputy Fire Marshal - per person (per hr.)	\$50.00
Materials/Supplies Used	Actual replacement cost
Off Duty/Call Back Personnel	Average hourly rate x 1.5
Site Assessment Fee	\$50.00
FINANCE	
Credit Card Processing Fee (per transaction) for Tax Payments	2.75%
Credit Card Processing Fee (per \$300) for Water & Sewer Bills	\$2.95
Returned item fee	\$25.00
Itinerant Merchant/Peddlers Fee	\$100.00
POLICE	
Fingerprinting	\$10.00
Precious Metals Dealer Background Check	\$75.00



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
POLICE	
<u>Parking Fees, Fines & Penalties:</u>	
All Other Parking Violations C.O. 50	\$25.00
Construction parking permit (per day)	\$5.00
Crosswalk	\$25.00
Fire Lane	\$100.00
Fire Hydrant	\$100.00
Habitual Offender (3 Tickets or more in 30 days)	\$100.00
Handicapped	\$250.00
Limited Zone (Same Block Parking)	\$50.00
Loading Zone/15 minute parking	\$25.00
Monthly Parking Space - G Permit Interior	\$40.00
Monthly Parking Space - G Permit Exterior	\$30.00
Monthly Parking Space - R Permit Interior	\$30.00
Monthly Parking Space - R Permit Exterior	\$20.00
Monthly Parking Space - S Permit Interior	\$20.00
Monthly Parking Space - S Permit Exterior	\$10.00
Overtime/Expired meter	\$25.00
Parking meter (per 1/2 hour)	\$0.50
Penalty after 15 days	\$25.00
Penalty after 30 days additional	\$50.00
Subsequent overtime	\$50 + Doubles each O/T
PUBLIC WORKS	
<u>Boyd Park Mini-Golf Admission</u>	
Adults	\$3.00
Children	\$2.00
<u>Miscellaneous</u>	
Backhoe (per hour)	\$80.00
Building Maintenance Fees (per hour)	\$45.00
Bush Hogs/Tractor Mowing (per hour)	\$80.00
Electrical Usage for Special Events - 20 Amps or Less	\$25/per day
Electrical Usage for Special Events - 21 Amps - 50 Amps	\$50/per day
Electrical Usage for Special Events - over 50 Amps	\$100/per day
Encroachment Permit Fee	\$10.00
Fleet Maintenance Fees (per hour)	\$45.00
Gas Utility Cuts (per 5' X 5' cut)	\$300.00
Water/Flusher Truck (per load)	\$100.00
Water/Sewer Utility Cuts	\$300.00
Weed Eater/Hedge Trimmer (per hour)	\$40.00
<u>Mulch/Composted Leaves</u>	
2.5 CY (small truck or small trailer)	\$10.00
10 CY (single axle dump truck or equivalent)	\$40.00
<i>We will sell to residents, non-residents and businesses. (2.5 CY = one scoop of backhoe loader front bucket.)</i>	
<u>Oakdale Cemetery Lots (per grave space)</u>	
City Resident	\$500.00
Out of City Resident	\$1,000.00



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
PUBLIC WORKS	
<u>Operation Center Room Rental Rates</u>	
Large Assembly Room (8 a.m. - 5 p.m.)	\$50.00
Large Assembly Room (5 p.m. - 10 p.m.)	\$25.00
Small Assembly Room (8 a.m. - 5 p.m.)	\$10.00
Small Assembly Room (5 p.m. - 10 p.m.)	\$5.00
<u>Park Usage</u>	
Berkeley Park - Large Pavilion (May through September)	\$50/half day
Berkeley Park - Field Usage for Organized Groups (per player per season)	\$20.00
Patton Park - Small Pavilion	\$25/half day
Patton Park - Large Pavilion (May through September)	\$50/half day
Patton Park - Field Usage for Organized Groups (per player per season)	\$10.00
<u>Patton Pool</u>	
Daily Admittance Fee (adults)	\$5.00
Daily Admittance Fee (children) (3yrs or younger will be free with adult)	\$4.00
Daily Admittance Fee (non-swimmer)	\$2.00
Lap Swim	\$4.00
Punch Pass - Adult - City Resident (15 admissions)	\$38.00
Punch Pass - Adult - Non City Resident (15 admissions)	\$60.00
Punch Pass - Youth - City Resident (15 admissions)	\$30.00
Punch Pass - Youth - Non City Resident (15 admissions)	\$45.00
Season Pass - Family - City Resident	\$150.00
Season Pass - Family - Non City Resident	\$300.00
Season Pass - Individual Adult - City Resident	\$75.00
Season Pass - Individual Adult - Non City Resident	\$150.00
Season Pass - Individual Senior - City Resident	\$60.00
Season Pass - Individual Senior - Non City Resident	\$120.00
Season Pass - Individual Youth - City Resident	\$60.00
Season Pass - Individual Youth - Non City Resident	\$120.00
<u>Sanitation Services</u>	
<i>Commercial Services</i>	
Commercial Recycling Collection (up to four 65 gallon carts emptied once per week)	\$12.00
Commercial Recycling Collection (up to four 65 gallon carts emptied twice per week)	\$22.00
Commercial-Business refuse pickup per can (96-gal)	\$27.50
Commercial-Business refuse pickup per can (96-gal) (Actively Recycles)	\$24.00
<i>Residential Services</i>	
Residential - 96-gal container (non recycler)	\$22.00
Residential - 96-gal container (actively recycles)	\$18.50
Residential - 32-gal container (non recycler)	\$20.00
Residential - 32-gal container (actively recycles)	\$16.25
Small Special load (collected with pickup truck and city staff)	\$50.00
Special Loads (tipping fee added to special fee) (collected with knuckleboom using city staff)	\$150.00
Stolen/Damaged Cart Replacement Fee	\$100.00
<u>Stormwater Services</u>	
Stormwater Monthly Fee	\$2.00
Stormwater Permit Fee	\$500.00



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
WATER AND SEWER	
Water Rate Schedule	
Deposits	
Water & Sewer Service Deposit	\$100.00
<i>Inside City Limits</i>	
Residential	
Base Charge per Account	\$5.79 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$2.80 per 1000 gallons
> 40,000 gallons	\$3.08 per 1000 gallons
Commercial/Industrial	
Base Charge per Account	\$5.79 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$2.80 per 1000 gallons
40,000 - 200,000 gallons	\$2.14 per 1000 gallons
> 200,000 gallons	\$2.21 per 1000 gallons
Irrigation	
Base Charge per Account	\$6.26 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$3.08 per 1000 gallons
> 40,000 gallons	\$3.39 per 1000 gallons
<i>Outside City Limits</i>	
Residential	
Base Charge per Account	\$8.42 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$4.35 per 1000 gallons
> 40,000 gallons	\$4.78 per 1000 gallons
Commercial/Industrial	
Base Charge per Account	\$8.42 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$4.35 per 1000 gallons
40,000 - 200,000 gallons	\$3.28 per 1000 gallons
> 200,000 gallons	\$3.12 per 1000 gallons
Municipal	
Base Charge per Account	\$8.42 per month
Rate per 1,000 Gallons	
All Usage	\$2.83 per 1000 gallons
Irrigation	
Base Charge per Account	\$9.17 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$4.78 per 1000 gallons
> 40,000 gallons	\$5.26 per 1000 gallons
Bulk Water Sales	
Base Charge per Account	\$9.17 per month
Rate per 1,000 Gallons	
0 - 40,000 gallons	\$4.78 per 1000 gallons
> 40,000 gallons	\$5.26 per 1000 gallons



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
WATER AND SEWER	
<i>Water Fee Schedule</i>	
Taps & Connections	
Water Tap, 5/8"	\$1,000.00
Water Tap, 1"	\$1,400.00
Water Taps > 1"	Cost plus 10%
Water - Stub Out	\$600.00
Irrigation Tee, 5/8"	\$600.00
Meters	
Turn On/Set Meter During Business Hours	\$40.00
Turn On/Set Meter After Business Hours	\$100.00
Meter Tampering Fee	\$250.00
Test Meter, at customer's request (<1-in.); if meter faulty - No Charge	\$45.00
Test Meter, at customer's request (>1-in.); if meter faulty - No Charge	Cost plus 10%
System Development Charges (SDC)	
System Development Charges (SDC) - New Customers (Residential and Commercial)	
Meter Size, Inches	Meter Equivalent Cost
5/8"	1 \$1,430.00
1"	3 \$2,330.00
1-1/2"	5 \$4,650.00
2"	7 \$7,500.00
3"	10 \$14,930.00
4"	16 \$23,400.00
6"	40 \$46,730.00
8"	70 \$74,780.00
10"	100 \$107,480.00
*System Development Charges (SDC) - Existing Customers (Residential Only)	
5/8"	1 \$950.00
1"	3 \$1,550.00
<i>*Eligible for financing SDCs up to 36-months</i>	
<i>Fees - associated with financing of System Development Charges (SDC):</i>	
Title Search for SDC financing agreement	\$250.00
Note & Deed of Trust Document Preparation for SDC financing agreement	\$200.00
Subordination agreement preparation-per recorded lien for SDC financing	\$50.00
County Register of Deeds Recording fee per document -SDC financing	\$26.00
Copies - .25 per page for copies from Register of Deeds - SDC financing	\$0.25
Engineering Review Fees	
Line Extensions	\$300.00
Pump Stations	\$75.00
Storage Tanks	\$75.00



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
WATER AND SEWER	
Miscellaneous Fees	
Credit Card Processing Fee (per \$300)	\$2.95
Administrative Disconnection Fee	\$40.00
Reconnection for Non-Payment - After Business Hours	\$100.00
Reconnection of Service at Main	Cost plus 10%
Replace Removed Meter due to additional usage after non-payment cut-off	
During Business Hours	\$75.00
After Business Hours	\$100.00
Premise Visit	\$40.00
Fire Hydrant Installation	Cost plus 10%
Assist with Fire Hydrant Flow/Pressure Testing Conducted by Others	\$50.00
Illegal Use of Fire Hydrant/Tampering Fee	\$500 + Damages
Drill for Main Tap, Cost/Inch of Diameter	\$150.00
Chemical Analysis of Water	Cost plus 10%
Water Conservation Incentives Program Rebate Schedule	
Clothes Washer (\$75 min; \$150 max) - Limit one per account	15% of purchase price
High-Efficiency Toilet (\$25 min; \$100 max) - Limit 2 per residential account	15% of purchase price
Weather-Based Irrigation System Controller - Limit one per account	**50% of purchase price or \$200, whichever is less
<i>Limited number of rebates offered annually.</i>	



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
WATER AND SEWER	
Sewer Rate Schedule	
All Customers - Inside	
Base Charge per Account	\$6.47 per month
Rate per 1,000 Gallons	\$4.46 per 1000-gallons
All Customers - Outside	
Base Charge per Account	\$9.50 per month
Rate per 1,000 Gallons	\$6.96 per 1000-gallons
Municipal	
Base Charge per Account	\$9.50 per month
Rate per 1,000 Gallons	\$6.63 per 1000-gallons
<i>Note: These sewer rates are not applicable to the Cane Creek Sanitary Sewer District</i>	
Sewer Fee Schedule	
Taps and Connections	
Sewer Taps, 4" gravity sewer tap	\$1,500.00
Fee per 6" gravity sewer tap	\$1,800.00
Fee per 8" gravity sewer tap	\$2,000.00
System Development Charges (SDC)	
System Development Charges (SDC) - New Customers (Residential and Commercial)	
Meter Size, Inches	Meter Equivalent Cost
5/8"	1 \$1,280.00
1"	3 \$2,100.00
1-1/2"	5 \$4,200.00
2"	7 \$6,750.00
3"	10 \$13,500.00
4"	16 \$21,080.00
6"	40 \$42,080.00
8"	70 \$67,350.00
10"	100 \$96,830.00
*System Development Charges (SDC) - Existing Customers (Residential Only)	
5/8"	1 \$850.00
1"	3 \$1,400.00
<i>*Eligible for financing SDCs up to 36-months</i>	
<i>Fees - associated with financing of System Development Charges (SDC):</i>	
Title Search for SDC financing agreement	\$250.00
Note & Deed of Trust Document Preparation for SDC financing agreement	\$200.00
Subordination agreement preparation-per recorded lien for SDC financing	\$50.00
County Register of Deeds Recording fee per document -SDC financing	\$26.00
Copies - .25 per page for copies from Register of Deeds - SDC financing	\$0.25



CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2016 - 2017

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK

DESCRIPTION	COST/CHARGE/FEE
WATER AND SEWER	
Surcharges	
BOD (biochemical oxygen demand), per lb. in excess of 250-mg/l	\$0.25
TSR (total suspended residue), per lb. in excess of 250-mg/l	\$0.15
Ammonia nitrogen, per lb. in excess of 30-mg/l	\$1.50
Engineering Review Fees	
Line Extensions	\$300.00
Pump Stations	\$75.00
Miscellaneous Fees	
Premise Visit	\$40.00
Septic Tank Waste Disposal, per 1000-gallons	\$60.00
Septic Tank Waste Disposal Permit	\$75.00
Concrete Core Drill (manhole), Cost/Inch of Diameter	\$100.00
Drill for Main Tap, Cost/Inch of Diameter	\$100.00
Pretreatment Program	Cost of Program Per SIU
Nondischarge Permit Fee	\$300.00
Food Services Sewer Connection Application Fee	\$75.00
**Sewer system development charge (SDC) calculated using residential equivalent unit (REU) of 360-gallons per day.	
Equipment Usage (hourly rates)	
Rubber-Tired Backhoe, Small	\$33.00
Rubber-Tired Backhoe, Large	\$38.00
Mini-Excavator, 8,000-lb	\$18.00
Mini-Excavator, 12,000-lb	\$39.00
Excavator, 30,000-lb	\$65.00
Vac Truck	\$75.00
Dump Truck (single-axle), Small	\$20.00
Dump Truck (single-axle), Large	\$35.00
Dump Truck (triaxle)	\$65.00
Pick-Up Truck	\$14.00
Harben	\$25.00
Camera Truck	\$75.00
Air Compressor	\$20.00
Air Hammer/Pusher	\$0.65
Soil Tamp	\$20.00



FEE TYPE	CURRENT	PROPOSED	DIFFERENCE
Fire Inspection Fee			
Minimum up to 1,000 sq. ft.	\$0.00	\$50.00	\$50.00
1,001 - 5,000 sq. ft.	\$0.00	\$100.00	\$100.00
5,001 - 10,000 sq. ft.	\$0.00	\$150.00	\$150.00
10,001 - 25,000 sq. ft.	\$0.00	\$200.00	\$200.00
25,001 - 50,000 sq. ft.	\$0.00	\$250.00	\$250.00
50,001 - 100,000 sq. ft.	\$0.00	\$300.00	\$300.00
100,001 - 200,000 sq. ft.	\$0.00	\$350.00	\$350.00
Over 200,000 sq. ft.	\$0.00	\$400.00	\$400.00
Finance			
Business Registration Fee	\$50.00	\$0.00	-\$50.00
Sanitation Rates			
Residential Services			
Residential - 96-gal container (non recycler)	\$20.00	\$22.00	\$2.00
Residential - 96-gal container (actively recycles)	\$16.50	\$18.50	\$2.00
Residential - 32-gal container (non recycler)	\$18.00	\$20.00	\$2.00
Residential - 32-gal container (actively recycles)	\$14.25	\$16.25	\$2.00
Commercial Services			
Commercial Recycling Collection (up to four 65 gallon carts emptied once per week)	\$10.00	\$12.00	\$2.00
Commercial Recycling Collection (up to four 65 gallon carts emptied twice per week)	\$20.00	\$22.00	\$2.00
Commercial-Business refuse pickup per can (96-gal)	\$25.50	\$27.50	\$2.00
Commercial-Business refuse pickup per can (96-gal) (Actively Recycles)	\$22.00	\$24.00	\$2.00
Water Rates - Per Month			
Inside City Limits			
Residential			
Base Charge per Account	\$5.62	\$5.79	\$0.17
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$2.72	\$2.80	\$0.08
> 40,000 gallons	\$2.99	\$3.08	\$0.09
Commercial/Industrial			
Base Charge per Account	\$5.62	\$5.79	\$0.17
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$2.72	\$2.80	\$0.08
40,000 - 200,000 gallons	\$2.07	\$2.14	\$0.07
> 200,000 gallons	\$2.14	\$2.21	\$0.07
Irrigation			
Base Charge per Account	\$6.08	\$6.26	\$0.18
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$2.99	\$3.08	\$0.09
> 40,000 gallons	\$3.29	\$3.39	\$0.10
> 200,000 gallons	\$3.29	\$3.39	\$0.10
Outside City Limits			
Residential			
Base Charge per Account	\$8.38	\$8.42	\$0.04
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$4.33	\$4.35	\$0.02
> 40,000 gallons	\$4.76	\$4.78	\$0.02
Commercial/Industrial			
Base Charge per Account	\$8.38	\$8.42	\$0.04
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$4.33	\$4.35	\$0.02
40,000 - 200,000 gallons	\$3.23	\$3.28	\$0.05
> 200,000 gallons	\$3.07	\$3.12	\$0.05
Municipal			
Base Charge per Account	\$8.38	\$8.42	\$0.04
Rate per 1,000 Gallons			
All Usage	\$2.82	\$2.83	\$0.01



FEE TYPE	CURRENT	PROPOSED	DIFFERENCE
Irrigation			
Base Charge per Account	\$9.12	\$9.17	\$0.05
Rate per 1,000 Gallons			
0 - 40,000 gallons	\$4.76	\$4.78	\$0.02
> 40,000 gallons	\$5.23	\$5.26	\$0.03
> 200,000 gallons	\$5.23	\$5.26	\$0.03
Bulk Water Sales			
Base Charge per Account	\$9.12	\$9.17	\$0.05
0 - 40,000 gallons	\$4.76	\$4.78	\$0.02
> 40,000 gallons	\$5.23	\$5.26	\$0.03
Sewer Rates - Per Month			
All Customers - Inside			
Base Charge per Account	\$6.28	\$6.47	\$0.19
Rate per 1,000 Gallons	\$4.33	\$4.46	\$0.13
All Customers - Outside			
Base Charge per Account	\$9.45	\$9.50	\$0.05
Rate per 1,000 Gallons	\$6.93	\$6.96	\$0.03
Municipal			
Base Charge per Account	\$9.45	\$9.50	\$0.05
Rate per 1,000 Gallons	\$6.60	\$6.63	\$0.03
Meters			
Meter Tampering Fee	\$75.00	\$250.00	\$175.00



Capital Planning & Budget Process

A capital budget is a financial plan for the construction, improvement, or acquisition of capital assets such as land, buildings, and equipment. The planning process for the acquisition of capital assets is called capital budgeting. A capital budget is a key element in the organization's master budget, which also includes an operating budget. Although the building blocks of the operating budget are organizational units or programs, it is projects that are the typical units of analysis in the capital budget.

The model for the City of Hendersonville's capital budgeting will be presented below:

1. Planning Stage
 - Submission of capital requests
 - Classification and analysis of capital requests
 - Ranking capital requests into priority
 - Preparation of CIP that schedules capital requests for approval, funding, and implementation over a 5-year planning period
 - Forecast of financial resources that will be available to fund the capital requests (for a specific CIP period)
2. Budget Stage
 - Project evaluation (determines whether to undertake a capital project or purchase a capital item)
 - Selection of financing for approved capital request
 - Approval and appropriation of funding
3. Implementation Stage
 - Acquiring, managing, and investing the funds available for capital requests
 - Purchasing equipment, land, and/or other capital assets
 - Designing, contracting for, and/or supervising projects

The following steps constitute the complete capital budget process for the City of Hendersonville.

Planning Stage

Identification and initial analysis of a capital request is the backbone of the Capital Improvement Program. The Program hinges on identification and planning of capital acquisitions several years in advance of execution. This permits the City to have a planning stage in its capital budget process and to carefully evaluate individual capital requests.

To start, the City has detailed how their Capital Request Form will look. An important factor to understand when gauging this form is life cycle costing or the total cost of ownership. Life cycle costing is an analytical technique used to determine the total cost of ownership over the lifetime of the asset. This is the sum of all monies attributed to the asset or project from its conception to its disposal or termination. A life cycle cost is presented as a simple formula:



$$\text{Life cycle cost} = A + O + M + D$$

Where:

A = Acquisition cost of a project; including initial expenditures for facilities and equipment, system design, engineering, and installation.

O = Operating costs; including labor costs, energy costs, material costs, and any other overhead costs discounted over the life of the project [All cost must be converted to their net present value (NPV)].

M = Maintenance costs; including total maintenance and repair discounted over the life of the project.

D = Disposal costs include restoration of the local environment and disposal of services. They equal the cost or value of an asset at the end of the economic life discounted to its present value.

Submission of Capital Requests

The City's Capital Request Forms do not mirror this method exactly but do keep life cycle costs in mind. The form provides expected operating costs including personnel, maintenance, materials, supplies, and other costs as well as, project costs which include land, equipment, construction, and professional services. The City's forms also include a section detailing which Council goals the request addresses as well as, the matrix score it receives from the City's two-dimension rating system. The forms provide an area for financing methods which can range from installment purchases to general obligation bonds. It also provides the total funds requested including interest.



Below is a blank City of Hendersonville Capital Request Form:

City of Hendersonville Capital Request Form							
Project Title							
Department		Division					
Budget Code(s)							
Council Goals Addressed	<input type="checkbox"/> Economic Vitality	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Great Public Services	Matrix Score			
	<input type="checkbox"/> Strong Partnerships	<input type="checkbox"/> Numerous Amenities	<input type="checkbox"/> Financial Sustainability				
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY12-13	Year 2 FY13-14	Year 3 FY14-15	Year 4 FY15-16	Year 5 FY16-17	Future Years 2017+
Project Description							
Project Justification							
Impact on Operating Budget							
Expenditure	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
<i>Total Operating Impact</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery							\$0
<i>Total Capital Cost</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating + Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Financing Method(s)							
Funding Source(s)	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	Future Yrs	Total
							\$0
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Ranking of Capital Requests

Another important aspect of the planning phase is priority setting. Since no organization has sufficient resources to meet all capital needs the development of a ranking system is critical in the capital planning process. The City has developed a two-dimension rating system. With a two-dimension system, two types of priorities are established, the categories for each are ranked and assigned a numeric score, and the scores for the categories from one dimension are multiplied by the scores for the categories from the other dimension to produce a matrix of ratings. The two dimensions used in the City's matrix are the degree of urgency and the priority of the function. Each category has subsets ranked from high to low.

Below is a copy of the City's rating system:

City of Hendersonville Two-Dimension Rating Matrix							
Degree of Urgency	Priority of Function						
	1	2	3	4	5	6	7
	Protection	Environmental Health	General Government	Maintenance	Community Development	Recreation	History/Culture
1 Legislation	1	2	3	4	5	6	7
2 Hazard	2	4	6	8	10	12	14
3 Efficiency	3	6	9	12	15	18	21
4 Economic Advantage	4	8	12	16	20	24	28
5 Expand Service	5	10	15	20	25	30	35
6 New Program or Convenience	6	12	18	24	30	36	42

A low rating from this matrix would indicate a high priority for the City while a high ranking would indicate a low priority. Matrices are useful in providing a common framework for decision makers to rank requests. It is particularly helpful in ranking medium priority requests since most high and low priority requests are readily apparent. Problems can arise in using rating systems, making the selection of criteria extremely important. A ranking or rating system is not likely to work if the decision makers disagree significantly about the priorities, or if the categories are changed to accommodate individual requests.

The following details the categories selected and used by the City of Hendersonville:

Degrees of Urgency

- Legislation: Required by legislation or regulation of federal or state government.
- Hazard: Removes an obvious or potential hazard to public health or safety.
- Efficiency: Replaces equipment or a facility that is obsolete, or would be too costly to repair, or maintains and better utilizes existing equipment and facilities.
- Economic Advantage: Directly benefits the City's economic base by increasing property values or other revenue potential.
- Expand Service: Expands or increase a service or improves a standard of service.



- New Program or Convenience: Makes possible a new service or increase convenience or comfort.

Priority of Function

- Protection of persons and property: police, fire, rescue, inspections, etc...
- Environmental Health: water, sewer, sanitation, public health, etc...
- General Government: office facilities, central services, etc...
- Maintenance: general maintenance of City owned property.
- Community Development: public housing, rehabilitation, etc...
- Recreation: Parks, athletic programs, etc...
- Heritage/Culture: education, libraries, historic districts, etc...

Preparation of CIP

The City of Hendersonville prepares a five-year CIP to function as a planning tool for capital improvements. Only the current year schedule, when adopted by City Council, becomes part of the operating budget. The CIP schedule beyond the current fiscal year is subject to adjustments upon annual review by staff and Council. Future forecasts in the CIP serve the City by helping plan for capital repairs, replacements, and acquisitions, which aids in financial planning to ensure the City's fiscal health and credit.

A Capital Request Form needs to be submitted for any major asset that has a value over \$5,000 and a useful life expectancy of five years or more. This includes buildings, construction projects, equipment, vehicles, land acquisition, and major renovations. Most assets less than \$5,000 and greater than \$1,000 are budgeted annually under capital outlay – non depreciable. Items under \$1,000 are budgeted under office supplies or supplies and materials in a department budget.

The essential feature of the City's CIP is the appropriation of capital expenditures among the years covered by the CIP. The CIP will include a detail summary sheet of all projects and Capital Request Forms. The summary sheet will include the project title, which department/fund it belongs to, total project expenditures, each year (of 5) expenditures, and expenditures beyond the years of the CIP. A calendar, in accordance with the budget calendar, will be produced detailing the CIP schedule for the coming year.



The calendar below details the CIP schedule for FY16-17:

City of Hendersonville CIP Calendar FY16-17	
Description	Date
Departments begin meeting internally to develop CIP project requests	October
Departments submit CIP project requests to Finance & Administration	November 30th, 2015
City Manager & Finance Officer review CIP project request	December 4th, 2015
Department Head discuss CIP project requests with City Manager & Finance Officer	December 14th - 18th, 2015
CIP project impact & financial analysis is prepared	By January 22nd, 2016
City Council Budget Preview (Includes CIP Estimates)	February 11th, 2016

After the CIP preparation process is complete the City Manager will present the preliminary project list to Council in a goal setting/priority meeting in early 2015. It is important that department heads are educated on the Capital Request Forms and the dates by which they need to be submitted. The CIP will set the stage for the annual budget process.

Financial Projections

Projections will be made to provide an estimate of the financial resources available for capital outlay purposes for the same period that the CIP covers. This also means that future operating needs will have to be projected. There are four major factors that play a role in predicting available resources for capital purposes. These are annual operating revenues and expenditures, outstanding debt, annual debt service payments, and intergovernmental aid and grants.

Predicting revenues and expenditures is done through trends analyses. These forecasts will also include foreseen tax/rate increases, legislative decisions, property valuations, population growth, cost of living adjustments, contractual services, new positions, and a wide variety of other factors. What should be understood is that if operating revenues are expected to greatly exceed operating expenditures in a particular year, the sum can be transferred to the capital budget to finance capital improvements and outlays. The excess can also be reverted to the fund balance. Fund balances may also build to amounts greater than needed and then drawn down to finance capital projects. Fund balances should be considered when forecasting resources for the CIP.



Debt is another avenue for financing capital programs. This makes projecting outstanding debt and annual debt service an important aspect in capital program planning.

The following is a list of financing options for the City of Hendersonville when debt financing is required:

General Obligation Bonds

General Obligation (GO) bonds require voter approval because the debt is secured by the taxing power of the local government. When a local government issues GO bonds they promise to pay back the loan by using all revenue available at its disposal, including its ability to raise taxes. GO bonds in North Carolina require approval of the North Carolina Local Government Commission (LGC). GO bonds typically have the lowest interest rates and twenty-year terms.

Revenue Bonds

Revenue bonds are secured and repaid from specific revenues and can only be used to finance revenue-producing projects. Revenues earned from these projects are used to repay the bond. These revenues are most often the net earnings from enterprise or self-supporting utilities. Revenue bonds are commonly used to finance water and sewer capital improvements. The LGC requires an independent, nationally recognized consulting firm to conduct a feasibility study and that revenues from the project be 20 percent greater than total debt service costs and operating expenses of the projects.

Installment Purchase Agreements

Installment purchase (IP) (or lease-purchase) financing can be either short-term or long-term. IP agreements allow local governments to borrow money at a lower rate than conventional loans because lenders do not have to pay taxes on the interest portion of the payments it receives. This type of financing is typically used for items such as equipment and vehicles. For large IP agreements, the LGC must approve the debt.

Certificates of Participation

Certificates of Participation (COPs) operate similar to revenue bonds and typically have higher interest rates than GO bonds because the debt is secured by funds resulting from projects being financed and cannot be secured by the “full faith and credit” of the government. The local government uses revenue to pay off debt on a capital project. However, unlike revenue bonds, local governments can use the revenue from the entire unit to pay off the debt and are not limited to using revenue only produced by the financed project. COPs are typically financed for ten- to twenty-year terms. This type of financing should be considered for revenue-generating projects.

Tax Increment Financing Bonds

Tax Increment Financing (TIF) bonds are high risk for investors because the debt is secured on anticipated increases in property value. A TIF project begins by designating an area as a TIF district and determining a base property value. The base valuation is set for a specific number of years, during which time public and private investments should improve the property. The



increase in value over the base valuation is the increment. Local governments continue to accrue taxes levied on the base valuation for normal operations. Additional taxes levied on the increment are for the repayment of debt service or other qualifying needs associated with the TIF. At the end of the specified time, all debt associated with the TIF is amortized and all tax revenues can be used at the discretion of the local government. A successful TIF project is dependent upon an increase in property value of the designated district. The inherent risk in TIF is the assumption that property values will increase enough to repay the associated debt. TIF bonds can be financed up to thirty years.

Bond Anticipation Notes

In some cases the City will authorize a bond issue, but not wish to borrow the full sum at one time. Bond anticipation notes are short-term notes, typically maturing in a year's time, that are primarily secured by the proceeds of the eventual bond issue itself. The City must receive the approval of the LGC before the notes are issued, and the LGC will sell the notes on the government's behalf.

A final forecast should be based on intergovernmental aid and grants. These options can be significant sources of financing for local government capital projects. However, forecasting the availability of such grants and aid can be problematic. Many grants and aid are subject to reductions because of federal and state budget shortages and changes in federal and state administrations. Even for the aid or grant programs for which this does not occur, legal and administrative provisions governing the distribution of the aid often change. Considering the aforementioned, grants and aid should be considered but not counted on in a forecast of guaranteed financial resources for a capital improvement program.

Budget Stage

The budget stage of a CIP involves feasibility studies, selection of financing methods, and appropriating moneys to fund capital requests.

Project Evaluation

Evaluation refers to a detailed and often technical study of a capital outlay request. It is a precursor to the approval and ranking of a project. As such, it relates more to capital budgeting than to capital planning. Project evaluation is typically done one of two ways, in house or contracted out, depending on the size. The purpose of the evaluation is to help determine the need for and/or economic viability of the project. It may also involve preparation of general plans and project specifications. There are a variety of techniques available for program evaluation ranging from quantitative analysis to informed judgment.

Project Financing

This stage of the CIP process differs from planning in that it involves the actual selection of the financing method and how heavily the City should rely on said method. As discussed before there are a wide variety of funding mechanisms for capital projects. One of the most popular and



advantageous methods to financing capital projects is commonly referred to as pay-as-you-go. This type of financing encourages responsible spending by requiring the same officials who approve projects to also raise the revenues to pay for them. It also avoids paying the interest charges involved with debt. Another advantage is avoiding the accumulation of large, fixed debt service payments in the operating budget. A wealth of information exists on capital financing, it is up to the City to decide what is the best avenue for financing their projects in this stage of the Capital Improvement Program.

Authorization of Capital Projects

The final step in the budget stage is the authorization and appropriation of funds for the capital requests. This is typically done by the governing body through:

- The annual budget ordinance,
- A capital projects ordinance that provides funding for all capital requests approved in a year,
- Or one or more bond orders approved by the governing board and perhaps by the voters.

Each of the aforementioned appropriating vehicles has their own advantages and disadvantages.

Implementation Stage

The final step in the capital planning and budget process is implementation. Financial plans and arrangements are either a success or a failure in this stage. A key facet in ensuring successful implementation is the management and investment of revenue available for financing. A locality may have revenue accumulated to finance a project well before the revenue must be spent. It is beneficial to plan for investing in funds so that they become available to meet payments required by a capital project.

It is important to keep in mind that in keeping a separate capital budget process:

1. The unit faces large capital needs requiring the expenditure of substantial amounts of money.
2. Meeting these needs is likely to shape or alter the basic features of the community.
3. Debt will be required to meet at least some of the needs.
4. Other procedures will probably not guarantee that the needs are met in an orderly and fiscally sound manner.

CIP Policy

The CIP helps the City manage capital expenditures to meet the following goals:

- ✓ Eliminate hazards and risks to public health and safety
- ✓ Promote economic development
- ✓ Improve service effectiveness and efficiency
- ✓ Maintain financial stability



To achieve these goals, the following policies and finance strategies guide staff in CIP development:

- ✓ A capital project is a physical asset with an initial cost greater than \$5,000 and a projected useful life greater than 5 years or a non-recurring operating expenditure greater than \$5,000 directly related to service delivery. Capital assets may include infrastructure, buildings, vehicles, or information technology equipment and software. Planning and design costs associated with the request should be included in the projected costs when applicable.
- ✓ Similar projects costing less than \$5,000 should not be lumped together to form a single project greater than \$5,000. Such smaller projects should be included within the upcoming operating budget.
- ✓ The term of any City debt issue shall not exceed the useful life of the asset for which the debt is issued.
- ✓ The capital program will recognize the borrowing limitation of the City to maintain fiscal stability.
- ✓ The City will search for all possible outside funding sources for CIP projects to help offset City debt, including grants, private-partnerships, and intergovernmental agreements.
- ✓ A financial analysis will accompany the CIP to illustrate the City's capacity to repay debt and identify the effects on financial indicators.
- ✓ The City will seek to maintain financial indicators within an acceptable level as compared to peer cities.
- ✓ The City will attempt to utilize pay-as-you-go financing when possible, particularly for capital assets with costs less than \$75,000



YEAR	PROJECT	TOTAL COST	FUNDING MECHANISM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	FUTURE YEARS
7TH AVENUE									
FY16-17	Locust & 7th Improvements	\$15,000	Cash	\$15,000	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$15,000		\$15,000	\$0	\$0	\$0	\$0	\$0
All	7TH AVENUE	\$15,000		\$15,000	\$0	\$0	\$0	\$0	\$0
CITY ENGINEER									
FY16-17	Blythe Street Sidewalks	\$115,000	Bond	\$115,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Highway 64 Sidewalks	\$260,000	Fed Aid/Bond	\$260,000	\$0	\$0	\$0	\$0	\$0
FY16-17	N. Main St. Sidewalks	\$800,000	Bond	\$800,000	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$1,175,000		\$1,175,000	\$0	\$0	\$0	\$0	\$0
FY17-18	Permitting/Inspection Software	\$100,000	GF/WS Cash	\$0	\$50,000	\$50,000	\$0	\$0	\$0
FY17-18	All Projects	\$100,000		\$0	\$50,000	\$50,000	\$0	\$0	\$0
All	CITY ENGINEER	\$1,275,000		\$1,175,000	\$50,000	\$50,000	\$0	\$0	\$0
DOWNTOWN									
FY16-17	Electric Panel Upgrade on Main Street	\$30,000	DT Cash	\$10,000	\$5,000	\$0	\$0	\$0	\$15,000
FY16-17	All Projects	\$30,000		\$10,000	\$5,000	\$0	\$0	\$0	\$15,000
FY17-18	Hanging Baskets on King Street	\$12,000	DT Cash	\$0	\$12,000	\$0	\$0	\$0	\$0
FY17-18	Holiday Fire Pits	\$28,500	DT Cash	\$0	\$28,500	\$0	\$0	\$0	\$0
FY17-18	Upgraded Holiday Planter Lighting	\$18,500	DT Cash	\$0	\$18,500	\$0	\$0	\$0	\$0
FY17-18	All Projects	\$59,000		\$0	\$59,000	\$0	\$0	\$0	\$0
FY18-19	Avenue Sidewalks & Street Lights	\$1,400,000	GF/ESF/WS Cash	\$0	\$0	\$700,000	\$700,000	\$0	\$0
FY18-19	All Projects	\$1,400,000		\$0	\$0	\$700,000	\$700,000	\$0	\$0
All	DOWNTOWN	\$1,489,000		\$10,000	\$64,000	\$700,000	\$700,000	\$0	\$15,000
ENVIRONMENTAL SERVICES									
FY16-17	4th Avenue Stormwater	\$30,000	ESF Cash	\$30,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Maple Street Stormwater	\$40,000	ESF Cash	\$40,000	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$70,000		\$70,000	\$0	\$0	\$0	\$0	\$0
FY17-18	Truck Replacement Schedule	\$960,000	Loan	\$0	\$230,000	\$0	\$0	\$230,000	\$500,000
FY17-18	All Projects	\$960,000		\$0	\$230,000	\$0	\$0	\$230,000	\$500,000
All	ENVIRONMENTAL SERVICES	\$1,030,000		\$70,000	\$230,000	\$0	\$0	\$230,000	\$500,000
FINANCE									
FY16-17	Munis UBCSI	\$43,137	WS Cash	\$43,137	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$43,137		\$43,137	\$0	\$0	\$0	\$0	\$0
All	FINANCE	\$43,137		\$43,137	\$0	\$0	\$0	\$0	\$0
FIRE									
FY16-17	Purchase Fire Marshal Vehicle	\$40,000	GF Cash	\$40,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Replacement of Engine 4	\$700,000	Loan	\$700,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Upgrade Radio Equipment	\$22,500	GF Cash	\$8,500	\$14,000	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$762,500		\$748,500	\$14,000	\$0	\$0	\$0	\$0
FY17-18	Akron Quick Attack Monitor Nozzle	\$16,000	GF Cash	\$0	\$16,000	\$0	\$0	\$0	\$0
FY17-18	Paratech Vehicle Stabilization Kit	\$7,500	GF Cash	\$0	\$7,500	\$0	\$0	\$0	\$0
FY17-18	Replace Chevy Astro Van	\$40,000	GF Cash	\$0	\$40,000	\$0	\$0	\$0	\$0
FY17-18	Replace/Repair Front Apron Station 1	\$80,000	GF Cash	\$0	\$80,000	\$0	\$0	\$0	\$0
FY17-18	Replacement of AED's	\$40,000	GF Cash	\$0	\$40,000	\$0	\$0	\$0	\$0
FY17-18	Station 2 Office Remodel	\$40,000	GF Cash	\$0	\$40,000	\$0	\$0	\$0	\$0
FY17-18	Thermal Imaging Cameras	\$13,000	GF Cash	\$0	\$13,000	\$0	\$0	\$0	\$0
FY17-18	All Projects	\$236,500		\$0	\$236,500	\$0	\$0	\$0	\$0
FY18-19	Renovate Station 1 Deck Enclosure	\$600,000	GF Cash	\$0	\$0	\$600,000	\$0	\$0	\$0
FY18-19	Replacement of Self-Contained Breathing Apparatus	\$200,000	GF Cash	\$0	\$0	\$40,000	\$40,000	\$40,000	\$80,000
FY18-19	All Projects	\$800,000		\$0	\$0	\$640,000	\$40,000	\$40,000	\$80,000
FY20-21	Replace Deputy Fire Chief Vehicle	\$45,000	GF Cash	\$0	\$0	\$0	\$0	\$45,000	\$0
FY20-21	Replacement of Ladder 1	\$1,500,000	Loan	\$0	\$0	\$0	\$0	\$1,500,000	\$0
FY20-21	All Projects	\$1,545,000		\$0	\$0	\$0	\$0	\$1,545,000	\$0
FY21+	Training Facility	\$500,000	Loan	\$0	\$0	\$0	\$0	\$0	\$500,000
FY21+	All Projects	\$500,000		\$0	\$0	\$0	\$0	\$0	\$500,000
All	FIRE	\$3,844,000		\$748,500	\$250,500	\$640,000	\$40,000	\$1,585,000	\$580,000



YEAR	PROJECT	TOTAL COST	FUNDING MECHANISM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	FUTURE YEARS
INFORMATION TECHNOLOGY									
FY16-17	Council Chamber Technology Upgrade	\$50,000	GF/WFS Cash	\$50,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Key Access System Can	\$10,000	GF/WFS Cash	\$10,000	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$60,000		\$60,000	\$0	\$0	\$0	\$0	\$0
All	INFORMATION TECHNOLOGY	\$60,000		\$60,000	\$0	\$0	\$0	\$0	\$0
POLICE									
FY16-17	Police Mobile System Server & Software	\$125,000	GF/SDF Cash	\$125,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Police Vehicle Replacements	\$1,102,000	GF Cash	\$215,000	\$213,000	\$213,000	\$213,000	\$213,000	\$0
FY16-17	All Projects	\$1,192,000		\$340,000	\$213,000	\$213,000	\$213,000	\$213,000	\$0
FY17-18	EnCase Forensic Computer Data Recovery System	\$16,000	GF Cash	\$0	\$16,000	\$0	\$0	\$0	\$0
FY17-18	Police Computer Systems	\$62,000	GF Cash	\$0	\$19,000	\$21,000	\$22,000	\$0	\$0
FY17-18	Police Mobile Computers	\$44,000	GF Cash	\$0	\$22,000	\$22,000	\$0	\$0	\$0
FY17-18	All Projects	\$122,000		\$0	\$57,000	\$43,000	\$22,000	\$0	\$0
All	POLICE	\$1,314,000		\$340,000	\$270,000	\$256,000	\$235,000	\$213,000	\$0
PUBLIC WORKS									
FY16-17	Boyd Park Improvements	\$88,000	GF Cash	\$88,000	\$0	\$0	\$0	\$0	\$0
FY16-17	City Hall Roof Improvements	\$5,500	GF Cash	\$5,500	\$0	\$0	\$0	\$0	\$0
FY16-17	City Ops HVAC	\$82,000	GF/WFS Cash	\$44,000	\$0	\$0	\$0	\$38,000	\$0
FY16-17	Fire Station #1 Patio Improvements	\$7,000	GF Cash	\$7,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Garage Doors at Wash Bay	\$10,000	GFCash	\$10,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Wayfinding Signs	\$86,000	GF/DT Cash	\$50,000	\$12,000	\$12,000	\$12,000	\$0	\$0
FY16-17	Old Tracey Grove Road Bridge Replacement Project	\$58,000	GF Cash/CPO	\$58,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Pallet Racking & Shelving	\$10,000	GF Cash	\$10,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Patton Pool Lights	\$17,000	GF Cash	\$17,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Powell Bill Improvements	\$3,306,280	Powell Bill Fund/Cash	\$476,280	\$500,000	\$330,000	\$500,000	\$500,000	\$1,000,000
FY16-17	Salt Spreaders	\$28,000	GF Cash	\$14,000	\$14,000	\$0	\$0	\$0	\$0
FY16-17	Sidearm Mower and Tractor Replacement	\$105,000	GF Cash	\$105,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Snow Blades	\$30,000	GF Cash	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0
FY16-17	Vehicle Replacements	\$402,500	GF Cash	\$27,500	\$55,000	\$0	\$55,000	\$55,000	\$210,000
FY16-17	Zero Turn Mower	\$28,000	GF Cash	\$14,000	\$0	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$4,263,280		\$936,280	\$591,000	\$352,000	\$567,000	\$593,000	\$1,210,000
FY17-18	Berkeley Park Improvements	\$750,000	GF Cash	\$0	\$300,000	\$250,000	\$200,000	\$0	\$0
FY17-18	Maple Street Improvements	\$230,000	Powell Bill Fund	\$0	\$230,000	\$0	\$0	\$0	\$0
FY17-18	Patton Park Pond	\$32,000	GF Cash	\$0	\$32,000	\$0	\$0	\$0	\$0
FY17-18	Patton Park Pedestrian Bridge and Vehicular Bridge Replacement	\$50,000	GF Cash	\$0	\$50,000	\$0	\$0	\$0	\$0
FY17-18	Patton Pool Umbrellas	\$20,000	GF Cash	\$0	\$20,000	\$0	\$0	\$0	\$0
FY17-18	Pavement Condition Survey	\$17,000	GF Cash	\$0	\$17,000	\$0	\$0	\$0	\$0
FY17-18	Resurface Whitmire Building Parking Lot	\$20,000	GF Cash	\$0	\$20,000	\$0	\$0	\$0	\$0
FY17-18	Tom's Park Pedestrian Bridge	\$30,000	GF Cash	\$0	\$30,000	\$0	\$0	\$0	\$0
FY17-18	Whitmire Building Floor Replacement	\$30,000	GF Cash	\$0	\$30,000	\$0	\$0	\$0	\$0
FY17-18	All Projects	\$1,179,000		\$0	\$729,000	\$250,000	\$200,000	\$0	\$0
FY18-19	Fleet Maintenance Lot Resurfacing	\$65,000	GF Cash	\$0	\$0	\$65,000	\$0	\$0	\$0
FY18-19	Grounds Maintenance Equipment Storage	\$40,000	GF Cash	\$0	\$0	\$40,000	\$0	\$0	\$0
FY18-19	Streets Dept Walk Saw	\$6,000	GF Cash	\$0	\$0	\$6,000	\$0	\$0	\$0
FY18-19	Sullivan Park Improvements	\$25,000	GF Cash	\$0	\$0	\$25,000	\$0	\$0	\$0
FY18-19	All Projects	\$136,000		\$0	\$0	\$136,000	\$0	\$0	\$0
FY19-20	Air Compressor	\$18,000	GF Cash	\$0	\$0	\$0	\$18,000	\$0	\$0
FY19-20	Asphalt Roller	\$65,000	GF Cash	\$0	\$0	\$0	\$65,000	\$0	\$0
FY19-20	Hendersonville Gateway Park	\$110,000	GF Cash	\$0	\$0	\$0	\$110,000	\$0	\$0
FY19-20	Patton Park Tennis Court Lights	\$36,000	GF Cash	\$0	\$0	\$0	\$36,000	\$0	\$0
FY19-20	All Projects	\$229,000		\$0	\$0	\$0	\$229,000	\$0	\$0
FY20-21	Bucket Truck Replacement	\$100,000	GF Cash	\$0	\$0	\$0	\$0	\$100,000	\$0
FY20-21	Rotary Park Playground Equipment	\$15,000	Rotary Donation	\$0	\$0	\$0	\$0	\$15,000	\$0
FY20-21	All Projects	\$115,000		\$0	\$0	\$0	\$0	\$115,000	\$0
FY21+	Columbarium at Oakdale Cemetery	\$18,000	GF Cash	\$0	\$0	\$0	\$0	\$0	\$18,000
FY21+	Splash Pad or Water Slide	\$130,000	GF Cash	\$0	\$0	\$0	\$0	\$0	\$130,000
FY21+	All Projects	\$148,000		\$0	\$0	\$0	\$0	\$0	\$148,000
All	PUBLIC WORKS	\$6,070,280		\$936,280	\$1,320,000	\$738,000	\$996,000	\$708,000	\$1,358,000



YEAR	PROJECT	TOTAL COST	FUNDING MECHANISM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	FUTURE YEARS
WATER & SEWER									
FY16-17	ATV for Inspecting Outfalls	\$15,000	WS Cash	\$15,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Cobblestone Hydro Pump Station	\$200,000	WS Cash	\$200,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Cornerstone/Comet Dr. Sanitary Sewer Improvements	\$12,600	WS Cash	\$12,600	\$0	\$0	\$0	\$0	\$0
FY16-17	District Metering & Pump Station Metering	\$500,000	WS Cash	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0
FY16-17	Dump Truck Replacement - Water	\$473,000	WS Cash	\$156,000	\$92,000	\$0	\$0	\$0	\$225,000
FY16-17	Eastside Transmission Main, Phase 2	\$2,556,000	WS Cash/CPO	\$154,000	\$2,402,000	\$0	\$0	\$0	\$0
FY16-17	Equipment Shed	\$250,000	WS Cash	\$250,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Garden Lane Pump Station Deck	\$540,000	WS Cash	\$25,000	\$0	\$0	\$515,000	\$0	\$0
FY16-17	Generators and ATS	\$2,250,000	WS Cash	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$1,500,000
FY16-17	Gravity Filter Replacement	\$1,047,000	WS Cash/CPO	\$125,000	\$922,000	\$0	\$0	\$0	\$0
FY16-17	Highway 64 Relocation NCDOT	\$1,030,000	WS Cash/CRF	\$1,030,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Inflow and Filtration Improvements	\$2,000,000	WS Cash	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,500,000
FY16-17	Motor Vehicle Replacements	\$2,040,000	WS Cash	\$102,000	\$102,000	\$102,000	\$102,000	\$102,000	\$1,530,000
FY16-17	Northside (Fletcher Area) Water System Improvements	\$2,441,180	WS Cash/CPO	\$468,180	\$1,973,000	\$0	\$0	\$0	\$0
FY16-17	Pump Station Metering and Weather Stations	\$500,000	WS Cash	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0
FY16-17	Rutledge Rd. Water System Improvements	\$476,000	WS Cash/CPO	\$476,000	\$0	\$0	\$0	\$0	\$0
FY16-17	SCADA System Upgrade	\$793,000	WS Cash/CPO	\$793,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Sewer Repairs and Replacements	\$7,056,197	WS Cash	\$256,197	\$150,000	\$200,000	\$200,000	\$250,000	\$6,000,000
FY16-17	Spartanburg Highway Sanitary Sewer Improvements	\$169,000	WS Cash	\$169,000	\$0	\$0	\$0	\$0	\$0
FY16-17	Upward Road NCDOT	\$262,395	WS Cash/CRF	\$262,395	\$0	\$0	\$0	\$0	\$0
FY16-17	Water Repairs and Replacements	\$7,056,197	WS Cash	\$256,197	\$150,000	\$200,000	\$200,000	\$250,000	\$6,000,000
FY16-17	WTP Lawnmower	\$15,000	WS Cash	\$15,000	\$0	\$0	\$0	\$0	\$0
FY16-17	WWTP Generator & ATS	\$934,000	WS Cash/Loan/CPO	\$100,000	\$834,000	\$0	\$0	\$0	\$0
FY16-17	All Projects	\$32,616,569		\$5,315,569	\$7,075,000	\$952,000	\$1,467,000	\$1,052,000	\$16,755,000
FY17-18	36-inch Asphalt Saw	\$27,000	Loan/Grant	\$0	\$27,000	\$0	\$0	\$0	\$0
FY17-18	Backhoe/Excavator Replacements - Water	\$362,000	WS Cash	\$0	\$73,000	\$0	\$0	\$0	\$289,000
FY17-18	French Broad River Raw Water Intake and Pump Station, Phase 2	\$5,098,000	WS Cash/Loan	\$0	\$5,098,000	\$0	\$0	\$0	\$0
FY17-18	Howard Gap Rd. Water Extension, Phase 1	\$1,489,000	WS Cash	\$0	\$243,000	\$1,246,000	\$0	\$0	\$0
FY17-18	Mud Creek Sewer Replacement, Phase 3	\$1,144,000	WS Cash	\$0	\$176,000	\$968,000	\$0	\$0	\$0
FY17-18	N. Main St. Sanitary Sewer and Water Improvements	\$1,047,000	WS Cash	\$0	\$1,047,000	\$0	\$0	\$0	\$0
FY17-18	Pathways of Solomon Jones Hydro Pump Station	\$205,000	WS Cash	\$0	\$205,000	\$0	\$0	\$0	\$0
FY17-18	Smokey Ridge Apartments Sewer Pump Station Elimination	\$418,000	WS Cash	\$0	\$65,000	\$353,000	\$0	\$0	\$0
FY17-18	Trench Roller/Compactor	\$62,000	WS Cash	\$0	\$62,000	\$0	\$0	\$0	\$0
FY17-18	U.S. Highway 64 E / Highland Square Sanitary Sewer Improvements	\$146,000	WS Cash	\$0	\$23,000	\$123,000	\$0	\$0	\$0
FY17-18	Williams St. / 4th Avenue E Sanitary Sewer Replacement	\$342,000	WS Cash	\$0	\$42,000	\$300,000	\$0	\$0	\$0
FY17-18	WTP Centrifuge	\$816,000	Loan	\$0	\$816,000	\$0	\$0	\$0	\$0
FY17-18	WTP Relocate Raw Water Intake - MR	\$469,000	WS Cash	\$0	\$89,000	\$348,000	\$0	\$0	\$32,000
FY17-18	All Projects	\$11,625,000		\$0	\$7,966,000	\$3,338,000	\$0	\$0	\$321,000
FY18-19	Air Compressor Replacements - Water	\$38,000	WS Cash	\$0	\$0	\$19,000	\$0	\$0	\$19,000
FY18-19	Dump Truck Replacement - Sewer	\$174,000	WS Cash	\$0	\$0	\$92,000	\$0	\$0	\$82,000
FY18-19	Florida Avenue Sanitary Sewer and Water Improvements	\$1,033,000	WS Cash	\$0	\$0	\$159,000	\$874,000	\$0	\$0
FY18-19	Howard Gap Rd. Water Main Extension, Phase 2	\$2,366,000	WS Cash	\$0	\$0	\$385,000	\$1,981,000	\$0	\$0
FY18-19	Large Skid Steer	\$100,000	WS Cash	\$0	\$0	\$100,000	\$0	\$0	\$0
FY18-19	LongJohn Mountain Interconnect, Pump Stations and Storage Tank	\$3,676,000	WS Cash	\$0	\$0	\$857,000	\$2,819,000	\$0	\$0
FY18-19	Oakland St. and Fleming St. Sanitary Sewer and Water Improvements	\$2,188,000	WS Cash	\$0	\$0	\$336,000	\$1,852,000	\$0	\$0
FY18-19	SCADA System Servers	\$108,000	WS Cash	\$0	\$0	\$27,000	\$0	\$0	\$81,000
FY18-19	S. Rugby Road Water Main Interconnection	\$1,888,000	WS Cash	\$0	\$0	\$358,000	\$1,530,000	\$0	\$0
FY18-19	WTP Bradley Creek Reservoir Dredging	\$641,000	WS Cash	\$0	\$0	\$44,000	\$597,000	\$0	\$0
FY18-19	WWTP Lawnmower	\$18,500	WS Cash	\$0	\$0	\$18,500	\$0	\$0	\$0
FY18-19	WWTP Sludge Drying System	\$4,010,000	WS Cash	\$0	\$0	\$233,000	\$3,777,000	\$0	\$0
FY18-19	All Projects	\$12,230,500		\$0	\$0	\$2,628,500	\$13,430,000	\$0	\$182,000



YEAR	PROJECT	TOTAL COST	FUNDING MECHANISM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	FUTURE YEARS
WATER & SEWER									
FY19-20	Brookwood Sewer Pump Station Replacement	\$315,000	WS Cash	\$0	\$0	\$0	\$315,000	\$0	\$0
FY19-20	Dana Rd. Water Main Extension	\$1,458,000	WS Cash	\$0	\$0	\$0	\$230,000	\$1,228,000	\$0
FY19-20	Eastside Improvements - Phase 3	\$2,229,000	WS Cash	\$0	\$0	\$0	\$362,000	\$1,867,000	\$0
FY19-20	Pace Rd. Water Main Extension and Interconnect	\$883,000	WS Cash	\$0	\$0	\$0	\$43,000	\$840,000	\$0
FY19-20	Willow Rd., Cherokee Dr., Park St. Sanitary Sewer and Water Improvements	\$3,198,000	WS Cash	\$0	\$0	\$0	\$492,000	\$2,706,000	\$0
FY19-20	WTP Expansions, 12-MGD to 15-MGD	\$5,331,000	Loan	\$0	\$0	\$0	\$231,000	\$0	\$5,100,000
FY19-20	<i>All Projects</i>	<i>\$13,414,000</i>		<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,673,000</i>	<i>\$6,641,000</i>	<i>\$5,100,000</i>
FY20-21	Backhoe/Excavator Replacement - Sewer	\$194,000	WS Cash	\$0	\$0	\$0	\$0	\$73,000	\$121,000
FY20-21	Equipment Trailer Replacements - Water	\$46,000	WS Cash	\$0	\$0	\$0	\$0	\$46,000	\$0
FY20-21	Finley Cove Rd. Pump Station	\$194,000	WS Cash	\$0	\$0	\$0	\$0	\$58,000	\$136,000
FY20-21	Replace Equipment Trailers - Water	\$32,000	WS Cash	\$0	\$0	\$0	\$0	\$16,000	\$16,000
FY20-21	<i>All Projects</i>	<i>\$466,000</i>		<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$193,000</i>	<i>\$273,000</i>
FY21+	1st Avenue W and Oak St. Sanitary Sewer and Water Improvements	\$739,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$739,000
FY21+	16-inch Transmission Water Main from WTP to Ewart Hill Slip Lining	\$2,063,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$2,063,000
FY21+	24-PCCP Transmission Main Replacement	\$8,000,000	Loan	\$0	\$0	\$0	\$0	\$0	\$8,000,000
FY21+	7th Avenue Residential Sanitary Sewer and Water Improvements	\$883,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$883,000
FY21+	AMI Metering Infrastructure Replacement	\$11,846,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$11,846,000
FY21+	Bradley Creek Raw Water Line Slip Lining	\$1,505,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$1,505,000
FY21+	CCTV Sewer Inspection Vehicle	\$482,000	Loan	\$0	\$0	\$0	\$0	\$0	\$482,000
FY21+	Druid Hills Sanitary Sewer and Water Improvements	\$4,116,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$4,116,000
FY21+	Ewart Hill 5-MG Storage Reservoir Replacement	\$3,750,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$3,750,000
FY21+	Fairgrounds Avenue (E. Flat Rock Area) - Repair and Replacement Project	\$1,605,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$1,605,000
FY21+	Fruitland Rd. Water Main Extension	\$1,519,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$1,519,000
FY21+	Mud Creek Interceptor Replacement, Phase 1	\$1,281,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$1,281,000
FY21+	Mud Creek Interceptor Replacement, Phase 2	\$850,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$850,000
FY21+	NC Highway 191 30-inch Water Transmission Upgrade (NCDOT)	\$2,151,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$2,151,000
FY21+	N. Highland Lake Rd. Interconnection	\$708,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$708,000
FY21+	North Fork Raw Water Line Slip Lining	\$2,063,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$2,063,000
FY21+	S. Mills Gap Rd. Water Main Extension	\$1,152,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$1,152,000
FY21+	Sewer Vactor Truck Replacement	\$736,000	Loan	\$0	\$0	\$0	\$0	\$0	\$736,000
FY21+	Skid Steer ROW Clearing Equipment	\$84,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$84,000
FY21+	Southside Water System Improvements	\$3,052,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$3,052,000
FY21+	Tapping Machine (4" to 12")	\$62,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$62,000
FY21+	U.S. Highway 64 E / Highland Square Sanitary Sewer Improvements	\$142,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$142,000
FY21+	US Highway 64 West 30-inch Transmission Main	\$8,822,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$8,822,000
FY21+	WTP Expansions, 15-MGD to 18-MGD	\$8,653,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$8,653,000
FY21+	WWTP Expansion, 6.0 MGD	\$205,000	WS Cash	\$0	\$0	\$0	\$0	\$0	\$205,000
FY21+	<i>All Projects</i>	<i>\$66,469,000</i>		<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$66,469,000</i>
All	WATER & SEWER	\$136,821,069		\$5,315,569	\$15,041,000	\$6,918,500	\$16,570,000	\$7,886,000	\$89,100,000



City of Hendersonville
Pay and Classification Schedule

GRADE	HIRING RATE	MIN	MID	MAX	Position
1	20,554.51	21,582.24	27,267.19	31,278.62	
2	21,585.53	22,664.81	27,214.78	32,844.04	
3	22,662.66	23,795.79	28,572.72	34,482.78	
4	23,794.27	24,983.99	30,000.34	36,206.40	Street Maintenance Worker I
					Environmental Services Worker I
					Recycle Worker
					Facilities Maintenance Worker I
					Property Maintenance Worker I
5	24,985.61	26,234.89	31,501.82	38,018.03	Street Maintenance Worker II
					Meter Reader
					Environmental Services Worker II
					Office Assistant
6	26,235.62	27,547.41	33,077.70	39,919.77	Line Maintenance Mechanic
					Equipment Service Attendant
					Field Customer Service Specialist
7	27,546.41	28,923.73	34,731.11	41,915.81	Meter Maintenance Mechanic
					Administrative Support Specialist
					Customer Services Specialist
					Equipment Operator
					Police Support Specialist
8	28,924.26	30,370.47	36,467.82	44,011.39	Facility Maintenance Mechanic
					Police Telecommunicator
					Property Maintenance Crewleader
					Traffic Enforcement Officer
					Utility Locations Specialist
					Warehouse Specialist
					Senior Line Maintenance Mechanic
					Sr. Police Support Specialist
					Treatment Plant Operator I
9	30,370.21	31,888.72	38,293.07	46,215.94	Accounting Technician
					Building Maintenance Technician
					Equipment Mechanic
					Firefighter/EMT
					Lead Telecommunicator



City of Hendersonville
Pay and Classification Schedule

GRADE	HIRING RATE	MIN	MID	MAX	Position
10	31,888.45	33,482.88	40,204.24	48,520.03	Street Maintenance Crewleader
					Police Officer
					Parking Services Supervisor
					Senior Administrative Support Specialist
					Senior Accounting Technician
					Senior Facility Maintenance Mechanic
					Traffic Control Technician
					Utility Operations Support Specialist
					City Tax Collector
					Telecommunications Supervisor
					Environmental Services Crew Leader
					Treatment Plant Operator II
11	33,483.19	35,157.35	42,215.48	50,947.76	Equipment Services Specialist
					Fire Engineer
					Line Maintenance Crewleader
					Zoning Code Enforcement Officer
					Property Maintenance Supervisor
					Inflow & Infiltration Technician
					Leak Detection Technician
					Traffic Control Supervisor
					Public Information Officer
					Promotions Coordinator
12	35,156.52	36,914.34	44,315.25	53,494.94	Utility Operations Support Supervisor
					Police Detective
					Laboratory Technician
					Environmental Services Coordinator
					Budget & Management Analyst
					Payroll Benefits Coordinator
					Treatment Plant Operator III
13	36,916.80	38,762.64	46,544.42	56,172.05	Administrative Aide
					Building Maintenance Supervisor
					Fire Lieutenant
					Human Resources Coordinator
					Deputy Fire Marshal
					Fleet Maintenance Superintendent
					Meter Services Supervisor
					Police Sergeant
					Environmental Services Supervisor
					Street Maintenance Supervisor
					GIS Analyst
14	38,763.01	40,701.16	48,870.52	58,978.03	Collections & Distribution Systems Supervisor
					Police Communications & Technology Manager
					Laboratory Supervisor
					Treatment Plant Supervisor
					Quality Excellence Coordinator
					Paralegal



City of Hendersonville
Pay and Classification Schedule

GRADE	HIRING RATE	MIN	MID	MAX	Position
15	40,698.28	42,733.19	51,314.49	61,930.70	Fire Captain
					Assistant to City Manager
					Investigations Lieutenant
					Police Lieutenant
					Planner
					Facility Maintenance Superintendent
					Accountant
					Engineering Technician
					Stormwater Quality Specialist
					Construction Inspector
16	42,734.13	44,870.84	53,879.48	65,024.83	Electrical and Instruction Technician
					City Clerk
					Main Street / Economic Development Director
17	44,869.53	47,113.01	56,572.30	68,275.07	Fire Marshal
					Treatment Plant Superintendent
					Senior Accounting Supervisor
					Revenue Accounting Supervisor
					Senior Planner
18	47,113.90	49,469.59	59,402.91	71,691.92	Assistant Finance Director
					Police Captain
19	49,471.43	51,945.00	62,372.35	75,273.27	
20	51,943.16	54,540.32	65,489.52	79,035.88	Assistant Police Chief
					Assistant Public Works Director
					Deputy Fire Chief
					Zoning Administrator
					Technology and Metering Manager
21	54,540.64	57,267.67	68,766.49	82,992.34	Civil Engineer
					GIS Administrator
					Utilities Engineer
22	57,265.94	60,129.24	72,202.72	87,139.49	Assistant Utilities Director
					Human Resources Director
23	58,978.03	61,926.93	75,237.64	91,497.25	Information Technology Director
					Downtown Economic Development Director
24	63,136.71	66,293.54	79,604.83	96,072.95	Finance Director
					Public Works Director
					Police Chief
					Fire Chief
					City Engineer
					Development Assistance Director
25	66,296.84	69,611.69	83,585.39	100,873.93	
26	69,612.05	73,092.66	87,767.64	105,923.23	Utilities Director





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tammie Drake

Department: Admin

Date Submitted: 05.20.16

Presenter: Tammie Drake, Anthony Strickland

Date of Council Meeting to consider this item: 06.02.16

Nature of Item: Council Action

Summary of Information/Request:

Item # 08

The City has received a request for a Certificate of Public Convenience and Necessity from Mr. Anthony Strickland to operate a taxicab service in the City. Chapter 54 of the Code of Ordinances requires a public hearing and after the hearing, determine whether public convenience and necessity require the operation of a taxicab, the following considerations shall be controlling:

- (1) Whether the demand for public convenience and necessity requires such additional taxicab service within the city;
- (2) The adequacy of existing mass transportation and taxicab service;
- (3) The financial responsibility and experience of the applicant for such certificate;
- (4) The ability of the applicant to earn a fair return of the capital invested;
- (5) The effect which such additional taxicab service may have upon traffic congestion and parking;
- (6) Whether the additional taxicab service will result in a greater hazard to the public, and whether the safe use of the streets by the public, both vehicular and pedestrian, will be preserved; and
- (7) Such other relevant facts as may be deemed advisable and necessary.

Other requirements include insurance amounts as set by State Law, inspection of the vehicles by the Police Department, a terminal or stand, and subject to the fares prescribed by the City:

- (1) For the initiation charge 3.00, (2) For each succeeding one-tenth mile or fraction thereof, after initiation .30, (3) For each minute of waiting time, or fraction thereof .60, (4) For each bag of groceries .25 (optional), (5) For each bag of luggage, of any kind whatsoever .50.

Mr. Strickland will appear before the Council to present his request.

Budget Impact: \$ N/A Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to approve the request of Mr. Anthony Strickland for a Certificate of Public Convenience and Necessity to operate a taxicab business known as Advance Wheelchair Transport Services in the City.

Attachments:

Letter of request



Advance Wheelchair Transport Services

83 Hollyhock Ct.
Flat Rock, NC 28731
(828) 974-4647
Fax: (828) 202-8735
advancewheelchairtransport@gmail.com

May 11, 2016

Hendersonville City Council
145 Fifth Avenue East
Hendersonville, NC 28792

Dear Council:

This cause of action coming forward to be presented for the determining fact whether public convenience and necessity require the operation of another taxicab in the state of North Carolina, come I Anthony Strickland, d.b.a. Advance Wheelchair Transport, presenting the following for consideration to become a legal license taxi company to operate in states city and afforded all the privileges given by the city. I hereby present the following for your consideration.

Although there are other companies operating within the city, Advance Wheelchair Transports intention is to provide prompt, safe and courteous transportation for the general population to include the specialty of being able to transport wheelchair occupants to their appointed destinations. It is our goal to fill the gaps where public transportation cannot remedy the demand and times of operation. There exist a need for prompt on-demand taxi service that can at a moment's notice provide transportation for the disabled. With this taxi service disabled people will have the convenience of safe travel without spending hours or days planning ahead to schedule someone for their transport needs.

The owner of Advance Wheelchair to include myself and my wife are both licensed nurses in the state of North Carolina. My wife has 25+ years as a Registered Nurse working in public health in the Philippines, London England as well as here in the United States. I am a Licensed Professional Nurse with 4 years' experience. It is our background and education that will ensure that the occupants of our taxi will be afforded the best of care. Family members can rest assure that we can assist in most non-emergency situations. The Advance wheelchair van is equipped with an 800 lb. lift for bariatric riders, TV/DVD, rear air and heat, blanket warmers, ear phones for their favorite CD's, ample lighting, and enough space for relaxation. We can

provide oxygen for prescribed patients or assist for those with their own oxygen tanks. We carry 1.5 million dollars in auto liability insurance.

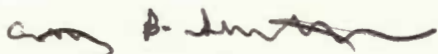
By permitting us the privilege to operate in the city of Hendersonville will open more opportunities for the disabled to have more transportation options. With nearly 30 years of combined nursing experience qualifies us to own and operate a taxi service. Since there are few other taxi services offering this service to the disabled we expect a fair return on our capital investment for future growth.

All our drivers will present themselves in a professional manner based on the need to provide and promote a safe, clean and positive environment. Our drivers will be uniformed with long pants and sleeves, collared shirts, shoes and socks, hair clean and neatly groomed at all times. Drivers may wear caps or baseball style hats with our company name and/or logo. At no time will any of our drivers wear the following: sandals, low cut sleeveless shirts, tank tops, cut-off jeans or sheer transparent materials. It is our intention to present ourselves as professionals at all times.

Now come I, Anthony B. Strickland, d.b.a. Advance Wheelchair Transport Service, presenting the above for your consideration to be permitted to operate as a taxi in the city of Hendersonville. Thanks for your full consideration.

With warmest personal regard I remain.

Sincerely yours,

A handwritten signature in dark ink, appearing to read 'Anthony B. Strickland', with a stylized, flowing script.

Anthony B. Strickland



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-17-16

Presenter: Susan G. Frady

Date of Council Meeting to consider this item: June 2, 2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 09

The City is in receipt of an application, dated March 21, 2016, for a zoning map amendment. The applicant and property owner is Interfaith Assistance Ministries. The application is for parcel 9568-46-3926 which consists of 3.34 acres. This parcel is located at 210 Ehringhaus Street off of 3rd Avenue West.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? ☐ N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of parcel number 9568-46-3926 from R-15 Medium Density Residential to R-6, High Density Residential, finding that the rezoning is consistent with the Comprehensive Plan, the rezoning is reasonable and in the public interest for the following reasons:
[PLEASE STATE YOUR REASONS]

Attachments:

Memorandum

MEMORANDUM

TO: City Council

FROM: Development Assistance Department

RE: IAM Zoning Map Amendment

FILE #: P16-8-Z

DATE: May 11, 2016

PROJECT HISTORY

The City is in receipt of an application, dated March 21, 2016, for a zoning map amendment. The applicant and property owner is Interfaith Assistance Ministries. The application is for parcel 9568463926 which consists of 3.34 acres. This parcel is located at 210 Ehringhaus Street off of 3rd Avenue West.

COMPREHENSIVE PLAN CONSISTENCY

According to N.C.G.S.160A-383, zoning map amendments shall be made in accordance with a comprehensive plan. As shown on the map located on page 8, the 2030 Comprehensive Plan's Future Land Use Map designates these parcels as Medium Intensity Neighborhood. The Medium Intensity Neighborhood future land use category is intended to provide a transition between High and Low Intensity Neighborhood areas, while providing a wide range of housing formats and price points.

The primary and secondary recommended land uses for the Medium Intensity Neighborhood land use category are as follows:

Primary

- Single-family attached and detached residential
- Open space

Secondary

- Limited multi-family residential along roadways designated as Boulevards or Major Thoroughfares
- Planned Residential Developments
- Local public and institutional uses
- Recreational amenities

PROPOSED ZONING CLASSIFICATION

This parcel is proposed to be rezoned to R-6, High Density Residential Zoning District which is intended for areas in which the principal use of land is to permit high density residential development. The current use is an existing non-conforming use in the R-15, Medium Density Residential District and will also be a non-conforming use in the proposed R-6, High Density Residential District.

SURROUNDING LAND USE & ZONING CLASSIFICATION

The parcel in the proposed rezoning request is currently developed with the offices and accessory structures used for Interfaith Assistance Ministries.

Parcels to the north and west are zoned R-15, Medium Density Residential and have residential dwellings on them. The property to the east is zoned R-15, Medium Density Residential and there are single-family dwellings and a church located on these properties. The property to the south is zoned R-15, Medium Density Residential and is occupied by the Hendersonville Housing Authority. Please note an existing land use map is located on page 7 and an existing zoning map is located on page 9.

ANALYSIS

Listed in Table A is an outline of the dimensional requirements for the two zoning district classifications.

Table A

Dimensional Req.	R-15	R-6
Minimum Lot Area	15,000 Sq. Ft.	6,000 Sq. Ft.
Minimum Lot Width at Building Line	85 Feet	50 Feet
Minimum Front Yard	30 Feet	20 Feet
Minimum Side Yard	10 Feet	8 Feet
Minimum Rear Yard	15 Feet	10 Feet
Maximum Building Height	35 Feet	35 Feet

The R-6, High-Density Residential zoning district is intended for areas in which the principal use of land is to permit high-density residential development. The permitted and

conditional uses for the R-6, High Density Residential District are listed below.

R-6, High Density Residential

Permitted Uses:

Accessory dwelling units
Accessory structures
Adult care homes
Camps
Child Care Homes
Home occupations
Neighborhood community centers
Planned residential developments
Religious institutions

Residential dwellings, single-family
Residential dwellings, two-family
Signs
Telecommunications antennas

Conditional Uses:

Bed & breakfast facilities
Public utility facilities
Residential care facilities
Schools, primary & secondary

As is shown on the enclosed map, these parcels are currently zoned R-15, Medium Density Residential. This zoning classification is for areas in which the principal use of land is for medium-density single-family residences. It is expected that all dwellings in such district will have access to public water supplies or public sewage disposal facilities or a reasonable expectation of such service in the future. The permitted and conditional uses for the R-15, Medium-Density Residential District are listed below:

R-15, Medium Density Residential

Permitted Uses:

Accessory dwelling units
Accessory structures
Adult care homes
Camps
Child care homes
Home occupations
Parks
Planned residential developments
Religious institutions
Residential care facilities

Residential dwellings, single-family
Residential dwellings, two-family
Signs
Telecommunications antennas

Conditional Uses:

Bed & breakfast facilities
Cemeteries
Public utility facilities
Schools, primary and secondary

PLANNING BOARD RECOMMENDATION

The Planning Board discussed this matter at its regular meeting of May 9, 2016. The Planning Board voted 4 in favor and 2 against recommending City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of parcel number 9568-46-3926 from R-15 Medium Density Residential to R-6 High Density Residential finding that the rezoning is consistent with the Comprehensive Plan, the rezoning is reasonable and is a public benefit.

The Planning Board discussed the density that would be permitted if the property were developed as a Minor PRD. The dwelling units per acre permitted for R-15 is 3.75. The dwelling units permitted per acre in R-6 is 8.5. All additional requirements in Section 5-14-7 of the zoning ordinance must be complied with including: open space and footprint requirements, setbacks, off-street parking and buffering, screening and landscaping.

ZONING ORDINANCE GUIDELINES

Per Section 11-4 of the City's Zoning Ordinance, the following factors shall be considered prior to adopting or disapproving an amendment to the City's Official Zoning Map:

1. Comprehensive Plan consistency. Consistency with the Comprehensive Plan and amendments thereto.
2. Compatibility with surrounding uses. Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject property.
3. Changed conditions. Whether and the extent to which there are changed conditions, trends or facts that require an amendment.
4. Public interest. Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern that benefits the surrounding neighborhood, is in the public interest and promotes public health, safety and general welfare.
5. Public facilities. Whether and the extent to which adequate public facilities and services such as water supply, wastewater treatment, fire and police protection and transportation are available to support the proposed amendment.
6. Effect on natural environment. Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment including but not limited to water, air, noise, storm water management, streams, vegetation, wetlands, and wildlife.

SUGGESTED MOTIONS

For Recommending Approval:

I move the City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of parcel number 9568-46-3926 from R-15, Medium Density Residential to R-6, High Density Residential, finding that the rezoning is consistent with the Comprehensive Plan, the rezoning is reasonable and in the public interest for the following reasons:

[PLEASE STATE YOUR REASONS]

For Recommending Denial:

I move the City Council not adopt an ordinance rezoning parcel numbers 9568-46-3926.

[PLEASE STATE YOUR REASONS]

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE

IN RE: FILE NO. P16-8-Z

Be it ordained by the City Council of the City of Hendersonville:

1. Pursuant to Article XI Amendments of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of parcel numbers 9568-46-3926 from City of Hendersonville R-15, Medium Density Residential to City of Hendersonville R-6, High Density Residential.
2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this 2nd day of June 2016.

Barbara Volk, Mayor

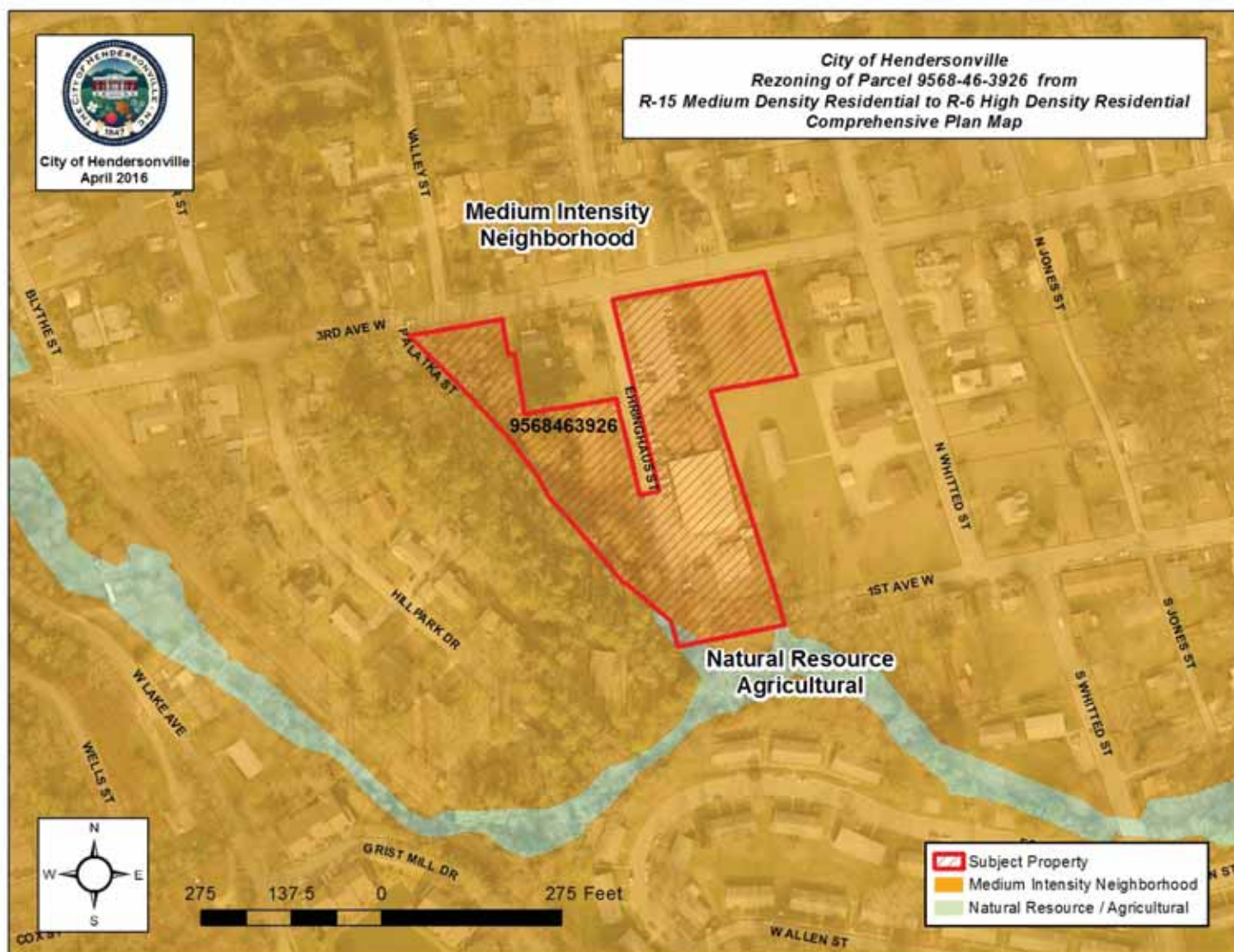
ATTEST:

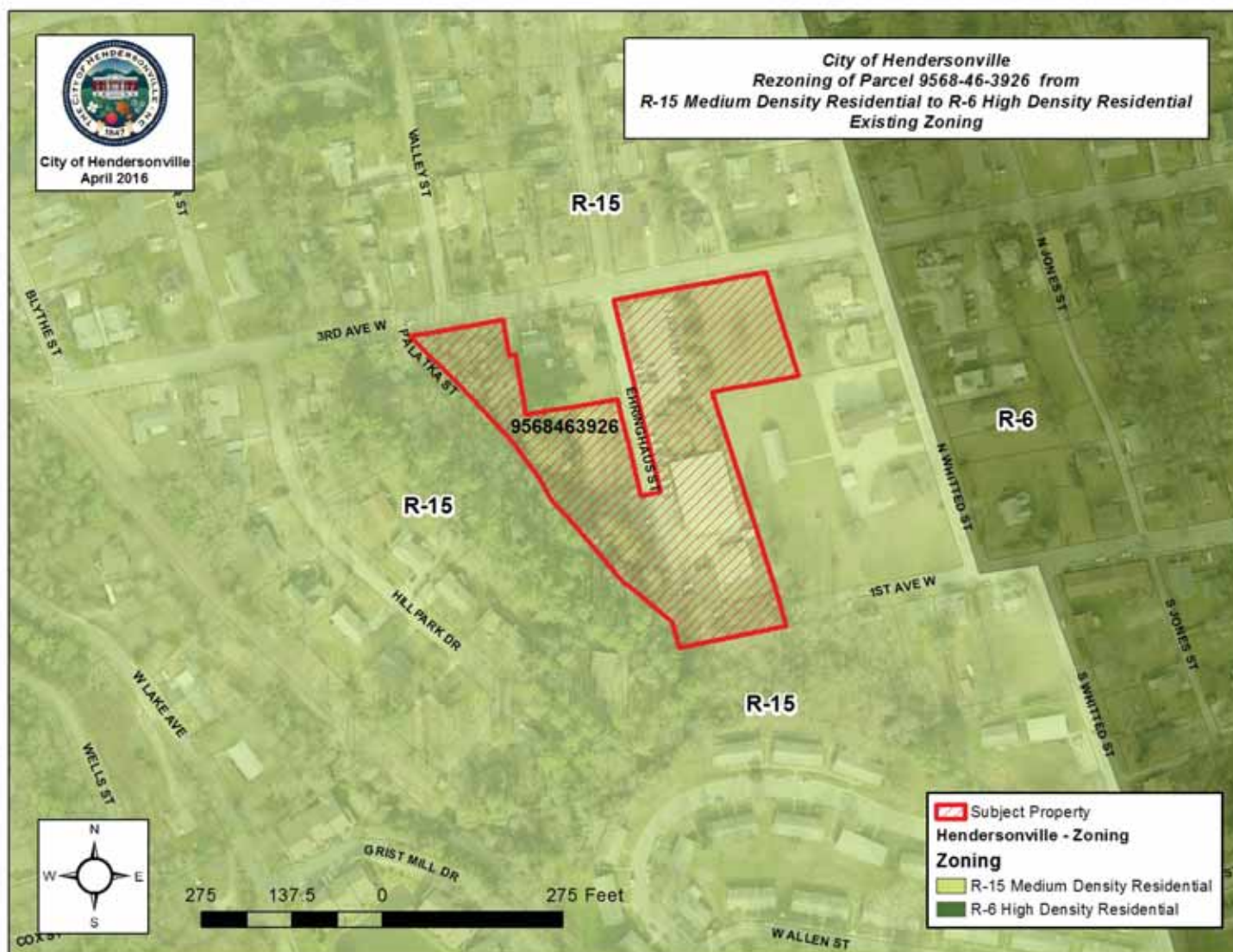
Tammie K. Drake, CMC, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney









CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/23/2016

Presenter: John Connet/Tom Orr

Date of Council Meeting to consider this item: 6/2/2016

Nature of Item: Presentation Only

Summary of Information/Request:

Item # 10

The Walk of Fame Committee has been meeting for several months and they would like to update the City Council on the work that they have completed to date. Tom Orr will be present to make the presentation.

Budget Impact: \$ NA Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

Attachments:

Proposed Walk of Fame Implementation Plan



**REPORT OF THE
WALK OF FAME
STEERING COMMITTEE**



TO THE CITY OF HENDERSONVILLE AND HENDERSON COUNTY

PROPOSED PLAN OF ACTION

DEFINITION OF PROJECT

To recognize and honor on a yearly basis present or former residents of Hendersonville and Henderson County for outstanding and lasting contributions to the growth and development of the community through a walk in the downtown area designated as the Walk of Fame and having as its beginning and ending points sites with historical significance

To this end, the Walk of Fame Steering Committee (hereinafter referred to as the Walk of Fame Committee) proposes the following plan of action for your approval:

WALK OF FAME COMMITTEE

The Walk of Fame Committee shall consist of five members: two appointed by each board as members' terms expire and the Director of Public Works for Hendersonville since the construction of the Walk of Fame shall be in downtown Hendersonville.

SELECTION PROCESS

The Walk of Fame Committee shall serve as a selection committee. They may invite up to three additional members from the greater community who have demonstrated active involvement in and who have knowledge of Hendersonville and Henderson County history to serve as voting members in the selection process.

SELECTION CRITERIA

The purpose of the project is to recognize individuals who have made a significant contribution to Henderson County in any field of endeavor, e.g., agriculture, business, cultural arts, education, government, human services, industry, medicine, religion, etc. "Significant contribution" in this context is defined as having a positive and lasting impact on the quality of life of the citizens of Henderson County. It is hoped that all areas of endeavor will be represented; however, the selection committee will be charged with the responsibility of selecting honorees based primarily on the significance of the contribution. Honorees shall have demonstrated that they have made major investments of time, energy, expertise, or resources for the public good.

NOMINATIONS

Nomination forms shall be made available to the community within the month of August to be submitted by an announced date in September.

SELECTION CYCLE

The Selection Committee shall complete the selection process by October 15 of each year.

PUBLIC ANNOUNCEMENT

The names of annual honorees shall be announced at an income-producing event in December to be planned by the Walk of Fame Committee.

RECOGNITION EVENT

Early in each calendar year, a public event, e.g., a banquet, shall honor the selectees announced in December. The honoree, if living, and a guest or two other individuals, e.g., family members or nominators, shall be complimentary guests; other attendees will be paid guests.

DESIGN OF THE WALK OF FAME

The walk shall be developed in phases, eventually extending from the Historic Court House to the City Hall. To contain expenses, specific plans for each phase will be determined in accordance with current sidewalk repair needs. An estimated yearly budget will be presented to the Hendersonville City Council and to the Henderson County Board of Commissioners for each phase. *[Attached to this report are details on design and costs for the ensuing year.]*



WALK OF FAME NOMINATION FORM



The goal of the Walk of Fame is to recognize individuals, past or present, who have made a significant difference to Henderson County in any field of endeavor. "Significant difference" is defined as **HAVING A POSITIVE AND LASTING IMPACT ON THE QUALITY OF LIFE OF THE CITIZENS OF HENDERSON COUNTY.**

Honorees will be selected based on the significance of the contribution rather than the field of endeavor. They shall have demonstrated that they have made major investments in Hendersonville and Henderson County in time, energy, and resources for the public good. They shall be recognized in publications, a public ceremony, and inclusion on a "Walk of Fame" in downtown Hendersonville.

HOW TO NOMINATE AN INDIVIDUAL

To nominate an individual to be inducted in the Walk of Fame, please complete the attached nomination form and a statement of no more than three double-spaced pages which include further information about the individual, including the following:

- Why you feel this person's contribution is significant
- Why you consider his/her contribution to be long lasting or even timeless
- What specific impact his/her contribution has made on the quality of life in Hendersonville and Henderson County

(rev. 5-9-16)

Please complete the nomination form and submit one copy of the completed nomination packet, including the supporting documentation no later than (to be determined) to one of the following:

Ms. Tammie Drake
tdrake@hvlnc.gov
145 5th Ave. E.
Hendersonville, NC 28792

or

Ms. Terry Wilson
twilson@hendersoncountync.org
1 Historic Courthouse Square, Suite 1
Hendersonville, NC 28979

ADDITIONAL INFORMATION

If the person you nominate is selected, the Walk of Fame may need additional information for publication and publicity. Please provide the name of a person who can assist in providing further information, including pictures, and in scheduling interviews and photography.

Name _____

Address _____

Phone _____

Email _____

Relationship to Nominee _____

Other Relevant Information _____

Walk of Fame Nomination Form

ASSISTANCE IN PREPARING NOMINATION FORMS

Those having questions about or needing help with preparing the nomination form are invited to call Tom Orr, Chairman of the Walk of Fame Committee, who can refer you to one of more of the agencies in the county who may provide you with the information you need. Mr. Orr may be reached at 828-606-6874.

NOMINEE:

Name _____

Place of Birth _____

Years of Residence in Henderson County _____

(If Living) Address _____

(If Deceased) Year of Death _____

PERSON OR GROUP NOMINATING:

Name _____

Address _____

Phone _____

Email _____

Relationship to Nominee (if any): _____

NOMINATOR'S STATEMENT: I hereby affirm that, to the best of my knowledge, the information provided on this Nomination Form is accurate.

Signature _____

Date _____

The Walk of Fame Committee would like to express appreciation to the City of Raleigh Hall of Fame Committee for its assistance in developing this project.

ESTIMATED YEARLY COSTS OF THE PROJECT

A yearly budget will be submitted to the governing bodies for each fiscal year beginning with FY 18. *[Attached is a funding request for start-up funds for the first year of the project.]*

DOCUMENTS

Attached to this report are the following documents:

- Nomination form

- Request for start-up funds for first year

- Design plans for 2017

WALK OF FAME DESIGN COMMITTEE DESIGN OF THE WALK OF FAME

Walk of Fame Location

The Walk of Fame will be located on the sidewalks on both sides of the following avenues:

5th Avenue East between King Street and Main Street

4th Avenue West between Main Street and Church Street

3rd Avenue East between King Street and Main Street

2nd Avenue West between Main Street and Church Street

This pattern essentially connects City Hall and the Historic Court House (no starting and no ending point which will allow pedestrians to begin at any point along the walk). Other sections of sidewalk could be added in the future.



Construction Schedule

The construction schedule will be broken up into phases. Each phase will consist of one avenue as described below. The construction schedule is determined by funding.

Phase 1 – 3rd Avenue East between King Street and Main Street

Phase 2 – 4th Avenue West between Main Street and Church Street

Phase 3 – 2nd Avenue West between Main Street and Church Street

Phase 4 – 5th Avenue East between King Street and Main Street

Monument Spacing Details

The Avenues are approximately 300 feet in length with driveways in various locations. The monuments will be spaced on 15 foot increments (no monuments in the driveways or at the intersections) and should be centered between the control joints in the sidewalk. The monuments should be set in an alternating pattern with approximately 12 inches of space between the monument and the edge of the

sidewalk. Monuments will not be placed on Main Street. Monuments will be placed within the first (five foot by five foot approximately) square on the avenue and then every 15 feet or as space allows until we reach the end of the project area. This spacing should allow for approximately 40 monuments per avenue (depending on the number of driveways along the avenue).

Monument Installation Process

During the sidewalk construction process, monuments will be installed and concrete poured around them so that the granite is level or slightly recessed below the surface of the concrete. For new sidewalks, five foot by five foot sections (or full width of the sidewalk and from control joint to control joint) will be removed in order to properly set the monument then concrete will be reinstalled around the monument.

Granite Etching and Size

Sidewalks on the North side of the avenues will have the monuments faced so folks will walk away from Main Street. Sidewalks on the South side of the Avenues will have the monuments faced so folks will walk toward Main Street. (If people start on Main Street and follow the monuments, they can make a short loop that leads them back to Main Street).

Etching or engraving will be completed on site after the nominee has been approved by the selection committee. Each monument shall include the inductees name, birth year and death year (if applicable), and field of work.

FINANCIAL NEEDS - WALK OF FAME

JULY 1, 2016 TO Dec 31 2016

\$3,000 total should be ample to cover the costs of presenting a drama (written and produced by Tom Orr) during this period of time.

Miscellaneous expenses include costs of advertising, staging and program/tickets to the performance(s); also, costs associated with the WOF nominating process. John Connet has offered the services of his office staff to create stationery for committee use.

Expense needs for period Jan. 1, 2017 to June 30, 2017 will be determined when actual costs of sidewalk work will be completed along with costs for engraving.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/24/2016

Presenter: John Connet

Date of Council Meeting to consider this item: 06/02/2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 11

We are nearing completion of the Health Sciences Center (Wingate Project) and need to clean up one last detail. I would like to request the waiving of the System Development Charges for the Wingate Project. The System Development Fee Policy allows the waiving of the fees by the City Council, if the project provides demonstrated economic development benefits to the City, addresses a definitive health hazard, provides low-income housing in the City, or provides some other tangible benefit to the City, which in the City Council's opinion outweighs the value of the system capacity to be consumed by said prospective customer's connection. I would provide the following justification for the waiver of the fees:

1. The project has definitive long-term economic development benefits for this area and the City of Hendersonville.
2. The project provides a tangible benefit in the creation of a one of kind joint health education facility that will educate our citizens well into the future.
3. The project provides a tangible benefit in the establishment of a state of the art cancer treatment center in our community.
4. The project provides a tangible benefit in signifying the commitment of the City of Hendersonville to develop partnerships to improve the quality of life of our citizens.

Budget Impact: \$ 44,480 Is this expenditure approved in the current fiscal year budget? ☐ No If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move that the City Council approve the waiving of the System Development Fees for the Health Sciences Center Project.

Attachments:

System Development Fee Policy

**AN ORDINANCE OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA
APPROVING AND ADOPTING WATER AND SEWER SYSTEM
DEVELOPMENT CHARGES AND RELATED POLICY**

WHEREAS, the North Carolina General Statutes, § 160A-314, provides for municipalities to enact public enterprise fees, including system development charges; and

WHEREAS, on September 5, 2013 the City Council discussed during a regularly scheduled meeting, after compliance with all legal prerequisites, consideration of new water and sewer system development charges to be imposed; and,

WHEREAS, the City Council hereby desires to adopt the water and sewer system development charges and related policy for the purpose of recovering all or a portion of the capital investment made by the City to provide sufficient capacity in its system to serve new users, which was considered at the September 5, 2013 meeting; and,

WHEREAS, the City Council hereby finds and determines that all legal prerequisites have been complied with.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA:

Section 1: Inclusions

That all of the above premises are found to be true and correct and are incorporated into the body of this ordinance by this reference.

Section 2: Recovery of Future Capital Investments

It shall be the City's policy to recover, to the extent possible, the value or some portion of the value of those future capital projects named in its Water and Sewer Capital Improvements Plan, which are intended to enhance or expand overall system capacities and performance.

Section 3: Updating of System Development Charges

It is the intent of City Council that the structure of System Development Charges and the related policies contained herein will be reviewed, at least every third year after adoption, to insure that the asset value estimates and related calculations that form the basis of said System Development Charges remain relevant to Hendersonville and best serve the needs of the Customers and the Utility Systems.

Section 4: System Development Charge Schedule

A charge shall be applied against each lot or tract of land and the owner or tenant thereof whose water and/or sewer service shall be connected with any water line and/or sewer line owned by the City, and the charge shall be applied in accordance with the following rate schedule:

WATER

**System Development Charges (SDC) - New Customers (Residential and Commercial)		
Meter Size, Inches	Meter Equivalent	Cost
5/8"	1	\$1,430.00
1"	3	\$2,330.00
1-1/2"	5	\$4,650.00
2"	7	\$7,500.00
3"	10	\$14,930.00
4"	16	\$23,400.00
6"	40	\$46,730.00
8"	70	\$74,780.00
10"	100	\$107,480.00
**System Development Charges (SDC) - Existing (Residential Only)		
5/8"	1	\$950.00
1"	3	\$1,550.00
**Eligible for financing SDCs up to 36-months.		

SEWER

**System Development Charges (SDC) - New Customers (Residential and Commercial)		
Meter Size, Inches	Meter Equivalent	Cost
5/8"	1	\$1,280.00
1"	3	\$2,100.00
1-1/2"	5	\$4,200.00
2"	7	\$6,750.00
3"	10	\$13,500.00
4"	16	\$21,080.00
6"	40	\$42,080.00
8"	70	\$67,350.00
10"	100	\$96,830.00
**System Development Charges (SDC) - Existing (Residential Only)		
5/8"	1	\$850.00
1"	3	\$1,400.00
**Eligible for financing SDCs up to 36-months.		

Section 5: Schedule Amendments

The City shall from time to time amend the schedule of System Development Charges when it determines that such amendments are in the best interest of the City and consistent with the intent of this ordinance.

Section 6: Master Metering

- (a) If a master meter, defined as a meter serving multiple residential units or multifamily units all located on one or many parcels, is in place, each unit shall be assessed a system development charge, for those utilities available to the affected property or properties. The charges shall be calculated using the total number of units to be served by water and/or sewer multiplied by the applicable residential water and/or sewer system development charge, in accordance with *A Resolution Amending the Schedule of Fees/Charges for the City Water System; Implementing Fees/Charges for Master Water Meters*, so adopted by City Council on December 10, 1998.
- (b) The owner shall be required to execute a *Master Meter Agreement* and shall adhere to all requirements set forth in said *Agreement* prior to initiation of services, as so adopted in form by City Council on March 3, 2011.

Section 7: Increasing Size of Meter

If a customer requests an increase in meter size to an existing service, the customer shall pay the charge difference between the new level of service and the existing level of service as set out in the schedule of rates and fees currently in force at the time the larger meter is connected. The additional charge shall be paid prior to installation of the enlarged meter service.

Section 8: Water Service Relocations

When a customer applies to the City to move an existing non-residential water meter, along with system development charges previously paid in association with said service(s), to a new and different address for the same non-residential account, no system development charge will be assessed by the City, unless the requested meter size is increased over the size of the metered service at the previous location, in which case the cost difference shall be determined in accordance with the schedule of rates and fees currently in force. This service relocation process shall only be allowed to occur one time per non-residential account.

Section 9: Application Procedure

All future applicants or new connections to the City's water and/or sewer systems shall adhere to the City's procedures, as follows:

- a. The new customer shall make application for services as provided for in the City Code of Ordinances in Chapter 52, Section 10 *Application for service*.
- b. The applicant shall remit to the City payment for the prescribed system development charge(s) in accordance with the Schedule of Fees and Charges currently in force.

- c. The Applicant must demonstrate compliance with related policies and procedures inherent to the City's Utilities Extension and Capacity Allocation policies.
- d. In the event that the City finds that the applicant does not make the applied for connection to the City's water and/or sewer system or the City determines that said connection is not feasible due to insufficient system capacity to meet anticipated service demands, the City shall reimburse said system development charges to the applicant, upon request from the applicant.

Section 10: Payment of and Accounting for System Development Charge

The system development charge shall be fully paid in cash prior to the issuance of any building permit for the development and/or when application for water and/or sewer service is submitted to the City. New users may opt to pay system development charges owed to the City, upon connecting to the City's water and/or sewer systems, on a monthly basis for a period not to exceed 36 months.

Section 11: Use of System Development Charge Receipts

It shall be the policy of the City to deposit System Development Charges into reserve accounts created for the purpose of offsetting future capital costs related to maintaining and enhancing the overall capacity and performance of the City's water and sewer system infrastructures.

Section 12: Waiver

The City may waive the System Development Charge(s) or any portion thereof in circumstances when the connection by a prospective customer to the water and/or sewer systems provides demonstrated economic development benefits to the City, addresses a definitive health hazard, provides low-income housing in the City, or provides some other tangible benefit to the City, which in the City Council's opinion outweighs the value of the system capacity to be consumed by said prospective customer's connection or in accordance with the City's System Development Charge Waiver Policy, as so amended.

Section 13: Authority of Political Subdivisions to Pay Charge

Political subdivisions and other government entities are subject to the system development charges imposed under this ordinance.

Section 14: Effect of this Ordinance

- (1) This ordinance is subject to amendment by the City Council pursuant to its governmental and legislative power.
- (2) This payment and collection of the system development charges shall not obligate the City to provide any specific capital improvement unless approved by the City Council and shall not guarantee any specific level or quality of capital improvement or facility expansion.

Section 15: Severability

If any section, article, paragraph, sentence, clause, phrase or word in this ordinance or application thereto any person or circumstances is held invalid or unconstitutional by a

Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance; and the City Council hereby declares it would have passed such remaining portions of the ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 16: Repeal

All ordinances or any parts thereof in conflict with the terms of this ordinance are hereby repealed and of no force or effect to the extent of such inconsistency. In all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered in this ordinance.

Section 17: Effective Date

This ordinance shall be effective immediately from the date of passage and approval, and the full System Development Charges shall be collected as shown on the system development charge schedule currently in force.

The motion to adopt this ordinance was made by Councilman _____, seconded by Councilman _____, and passed by the City Council of Hendersonville, North Carolina on the 3rd day of October, 2013.

Mayor

(Attest)

This agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By:_____

Jim Rudisill, Finance Director
City of Hendersonville, North Carolina

DRAFT



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Chief Herbert Blake

Department: Police

Date Submitted: 05/23/2016

Presenter: Chief Herbert Blake

Date of Council Meeting to consider this item: 06/02/2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 12

The County emergency services (EMS, Fire, Rescue, and Sheriff) are switching to a digital trunked radio system. This move is in progress with only EMS having moved so far. The remaining agencies are scheduled to move to the new system this summer.

Because of the differences between their new system and ours, we learned that we will not be able to scan each other's frequencies. This ability to scan is heavily relied upon between City Fire and City Police, and City Police and Laurel Park PD / Henderson County Sheriff.

It is vital that the City Fire and Police are able to easily scan and hear each others radio communications. Also, officers routinely scan each other's channels, especially in the evening and night time hours, so that if a major incident occurs, the officers can back each other up immediately. Also, if an incident occurs near the city, it is very helpful to be able to listen to the other agencies on the scene.58,204

The County has invited us to join them on the new system, which would eliminate the problem. This would also allow us to keep our current channel as a backup channel while joining the County's system. We have a quote from our radio system provider for equipment and installation totaling \$58,204. There will be a recurring maintenance charge of \$10k yearly, which is 10% of the total maintenance cost to the County. (\$100k)

Budget Impact: \$ 58,204.00 Is this expenditure approved in the current fiscal year budget? ☐ No ☐ Yes If no, describe how it will be funded.

General Fund

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move the Council to approve the Police request to fund moving to the new County radio system and the associated budget amendment.

Attachments:

Justification Letter

Quote

CITY COUNCIL:
BARBARA G. VOLK
Mayor
STEVE CARAKER
Mayor Pro Tem
RON STEPHENS
JERRY A. SMITH, JR.
JEFF MILLER

CITY OF HENDERSONVILLE

The City of Four Seasons

POLICE DEPARTMENT
Herbert Blake, Chief of Police

OFFICERS:
JOHN F. CONNET
City Manager
SAMUEL H. FRITSCHNER
City Attorney
TAMMIE K. DRAKE
City Clerk

MEMORANDUM

Date: May 20, 2016
To: John Connet, City Manager
From: Herbert Blake, Chief of Police
Ref: Radio System Proposal

For the past few months, we have been converting all of our radios to a digital system. Last year there was a fire in the radio system building on Jump Off Mountain that resulted in the loss of our radio repeater. We used the insurance funds to replace and upgrade our system.

Coincidentally, we learned that the County EMS, Fire, and Sheriff were also switching to a digital system. While both systems are digital, the County system differs significantly in that it is a "trunked" system. Because the systems are different, a significant issue has been found. Although radio users on each system can switch channels and communicate on either system, they are unable to scan each other frequencies.

The inability to scan between agencies is a major issue. First, it would mean that City Police and City Fire could not routinely scan each other frequencies. On major incidents, this would mean we could only hear each other if we switched to the others frequency. Additionally, our department, Laurel Park Police, and the Sheriff's department routinely scan each other's frequency, especially at night. This is primarily for backup purposes, as often there may be a major incident where each other's patrol officers are close for immediate response. Since we have learned that we will not be able to scan, several officers and deputies, along with fireman, have expressed deep concern.

We have approached the County, and our radio system vendor, to propose that our department join the County agencies on their system, thus eliminating any problems described above. We have discussed this at length with the radio vendor representative, Brian Kimball, with Kimball Communications. Brian told us the County system would work well for us, and that the system would need one additional channel to accommodate the City. Attached to this memo is a quote for equipment and installation. The amount of the project is \$55,124.

Additionally, the County would ask the City to help pay yearly maintenance on the system. While Kimball Communications and the County have not yet agreed to the exact cost, it is estimated at \$100K, in which Rocky Hyder, the coordinator of the County system, has suggested the City pay 10%, or \$10,000 yearly.

Because of the concerns listed above, I feel that the appropriate action would be to join the County system, and I request that this project be put on the next council meeting for June 2.

Kimball Communications, Inc.

Hendersonville, N.C. 28792

Tel 828.697.6232

qbe@kc2w.com

Estimate

DATE	ESTIMATE...
5/19/2016	5090

NAME / ADDRESS

Hendersonville Police Dept
145 5th Avenue East
Hendersonville, NC 28792
Attn: Tracey Cox

ITEM	DESCRIPTION	QTY	COST	TOTAL
	For 1 channel at 2 sites.			
NXR-700K-	136-174 5W NEXTEGE Repeater Multi-Mode, 5 Watt max	2	4,480.00	8,960.00T
Part Level 5	RF power Continuous duty Amplifier	2	2,021.50	4,043.00T
Part Level 5	KSGPS500100 100A N+1 Power Supply	2	765.00	1,530.00T
KSGMRCK7	7FT open frame rack	2	750.00	1,500.00T
KSGPG91800	Nexedge single-site trunk option	2	1,260.00	2,520.00T
Part Level 6	networking level interface	2	1,425.00	2,850.00T
Part Level 6	Combining(estimate based upon actual frequencies)	2	6,500.00	13,000.00T
Part Level 6	Remote monitor interface parts required	1	1,865.00	1,865.00T
License Fee	FCC, PCIA, LAO Filing Fees	1	9,500.00	9,500.00
Labor	Labor on installation of channels into system and reprogramming	1	9,356.00	9,356.00T
	Subtotal of Items listed above >>			55,124.00
	NC Sales Tax		6.75%	3,079.62

TOTAL \$58,203.62

FUND:	10
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An amendment to cover the cost of new radio equipment.


CITY MANAGER

APPROVED BY CITY COUNCIL:

5/24/16

DATE:

6/2/2016



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tammie Drake

Department: Admin

Date Submitted: 05.10.16

Presenter: Tammie Drake

Date of Council Meeting to consider this item: 06.02.16

Nature of Item: Council Action

Summary of Information/Request:

Item # 15

APPOINTMENTS: None

ANNOUNCEMENTS:

BOARD OF ADJUSTMENT: The terms of Melinda Lowrance, Barbara McCoy and Perry Mace will expire 08-01-16. The (re)appointments will be considered at your July meeting.

DOWNTOWN ADVISORY COMMITTEE: Mr. Scott Moore has resigned his position on the DAC and two members terms. Michelle Sparks and Michael Hall, will expire 08-01-16. Mr. Hall has indicated that he does not wish to continue serving. Ms. Sparks would like to be reappointed. We have applications on file from Ashley Pirsig, Lori Dorsey and Ian Edwards (currently serving on the ESB). The (re)appointments will be considered at your July meeting.

ENVIRONMENT SUSTAINAILITY BOARD: Mr. Gray Jernigan has submitted his application to serve on the ESB. He is a City resident.

There are vacancies on: BOARD OF ADJUSTMENT (alternate position), the ENVIRONMENTAL SUSTAINABILITY BOARD, and the HISTORIC PRESERVATION COMMISSION.

Budget Impact: \$ n/a Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

Attachments:

board membership lists



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/23/2016

Presenter: John Connet

Date of Council Meeting to consider this item: 06/2/2016

Nature of Item: Council Action

Summary of Information/Request:

Item # 17

I would like to request a Closed Session to consider the qualifications, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee as provided under NCGS 143-318 (a) (6).

Budget Impact: \$_____ Is this expenditure approved in the current fiscal year budget? If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move the City Council enter Closed Session in accordance with NCGS 143-318 (a) (6) to consider the qualifications, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee.

Attachments:

None